MC0259
24/5/64.

HOSPITAL EQUIPMENT NOTE

MATERNITY DEPARTMENT

21

MINISTRY OF HEALTH : SCOTTISH HOME AND HEALTH DEPARTMENT
LONDON : HER MAJESTY'S STATIONERY OFFICE
APRIL 1964
PRICE 10s. 6d. NET

Maternity Department

CONTENTS

I Scope.

II General Considerations on the Use of Equipment Notes.

III Special Considerations in Respect of this Note.

IV Cost.

V List of Rooms, etc.
- A Basic accommodation.
- B Additional accommodation.

VI Schedule of Equipment.

Appendix: Departmental Cost Summary.

I. Scope

This Equipment Note gives guidance on the equipment requirements for Maternity Departments. It is intended to be read in conjunction with Hospital Building Note No. 21 which relates to the design and planning of maternity departments of 50 or more beds in a district general hospital.

II. General Considerations on the Use of Equipment Notes

Equipment Note No. 1 (Equipping a hospital building) provides an introduction to the series of departmental Equipment Notes, advice on their application and guidance on the task of preparing equipment schedules for individual building projects. This departmental Equipment Note is intended to be used within the general planning framework set out in Hospital Equipment Note No. 1 and in the manner described therein.

The following method of classifying equipment, which is explained in more detail in Hospital Equipment Note No. 1, is used throughout this Note:

The term "equipment" covers all items necessary for the functioning of the department and includes both non-technical (e.g. furniture) and technical equipment. Short-term consumable supplies such as fuel, stationery, food, drugs and dressings are not included.

Equipment is classified into three groups:

Group I: items usually supplied and fixed by the contractor for the works.

Group II: items having a permanent or semi-permanent location and having a significant effect on space and/or structural requirements:
- (*a*) those supplied by the hospital authority and fixed by the contractor for the works;
- (*b*) those supplied by the hospital authority and put in position by them or on their instructions outside the general construction contract.

Group III: smaller items, usually storage items, supplied and put in position by the hospital authority.

III. Special Considerations in Respect of this Note

The equipment detailed in this Note is regarded as suitable to the departments described in Hospital Building Note No. 21 and has been listed in room (or space) sequence conforming to that Building Note. The lists are drawn up in such a way that they can be applied to departments of varying sizes and of varying designs within the context of the Building Note. To achieve this flexibility, the method of applying the lists will vary, thus:

(*a*) in the case of waiting spaces, general rooms, offices, etc., where the equipment requirement will vary with the size of the ante-natal clinic, separate lists or columns are shown for three sizes of clinics; adjustments will need to be made for clinics of other sizes;

(*b*) for ward accommodation, since the combination of single and four and six-bedded wards will vary at local choice, the equipment has been shown on a unit basis, i.e. per bed space or per ward as appropriate, so enabling any arrangement to be catered for;

(*c*) for recurring rooms such as consulting rooms, single bed wards, toilets and the like, the list shows the equipment for one room and this will require to be multiplied by the number of such rooms included in the schedule of accommodation;

(*d*) although varying lay-outs will mean that certain rooms, e.g. sister's office, duty room, pantry, etc., may be shared, the room is nevertheless listed in each section of the department, and it will be necessary to omit those not required, as indicated in Hospital Building Note No. 21;

(*e*) in the case of the ward pantry and the list of departmental items for the ward unit, equipment is related to the requirements of a 28-bed unit and suitable adjustments will need to be made for units of other sizes; similarly the list of departmental items for the Special Baby Care Unit is based on the requirements for 20 cots and will require adjustment for any other sized unit.

Some fixed items of equipment (Group I) have already been mentioned (and costed) in the Building Note, but it has been thought useful to include them again in the Equipment Note, which represents the results of a comprehensive review of the requirements. Reference should, however, be made to the Building Note—Part V, Engineering Services—for further information on the mechanical services and electrical installation. Structural elements, floor coverings, non-specialised heating and lighting fittings and similar items which are basic to any building are not included in the Equipment Note; neither are window blinds and window curtain tracks since the requirements may vary with local circumstances.

Special attention is drawn to the need to consider the height of baths and chairs throughout this department. Consideration should also be given to the siting of armchairs, which may be desirable in some areas while proving a liability in those areas where mothers wish to knit.

Throughout the schedule, for the sake of uniformity, references to towel dispensers are associated with disposal bins for paper towels. Suitable adjustments will need to be made where linen towels are to be used.

IV. Cost

Guidance on the cost of equipping a maternity department to the standard shown in this schedule is given against the list of equipment for each room. Departmental cost summaries are shown in the Appendix to the Note. In using these cost figures, the considerations referred to in Section IV of Equipment Note No. 1 should be borne in mind.

The cost figures in this schedule and in the Appendix are related only to Group II and Group III equipment. As a matter of convenience, Group I items of a specialised nature are listed in each room schedule, but these have already been taken into account in the cost allowance for construction (including engineering), in the appropriate cost in Appendix E to Hospital Building Note No. 2.

V. List of Rooms, etc.

A. Basic accommodation — Page reference

(*a*) Ante-natal clinic
- (i) Waiting space 4
- (ii) Tea bar 4
- (iii) Patients' and visitors' sanitary facilities 5
- (iv) Mothercraft and instruction room 6
- (v) Equipment store 6
- (vi) Almoner's office* 7
- (vii) Health visitor's room 7
- (viii) Registration and records office† 7
- (ix) Clinette and/or w.c. and test room 8
- (x) History taking room(s) 8
- (xi) Blood taking and blood testing room(s) 9
- (xii) Sub-waiting spaces 10
- (xiii) Consulting rooms, examination rooms and undressing cubicles 10
- (xiv) Clean utility room 12
- (xv) Dirty utility room 12
- (xvi) Sister's office 12
- (xvii) Staff sanitary facilities 13
- (xviii) Linen storage 13
- (xix) Cleaners' room 13

Departmental items 14

(*b*) Reception and Administration
- (i) Main entrance space 16
- (ii) Porters' station and public telephone 16
- (iii) Sanitary facilities for visitors and staff 17
- (iv) Waiting room 17
- (v) Medical staff office 18
- (vi) General office 18
- (vii) Superintendent midwife's office 19
- (viii) Deputy superintendent midwife's office 19
- (ix) Emergency flying squad room 20

Departmental items 21

(*c*) Admission suite
- (i) Sub-waiting space and midwives' station 22
- (ii) Examination room(s) 22
- (iii) Sanitary facilities 23
- (iv) Utility room 23

Departmental items 24

(*d*) Ward units
- (i) Multi-bedded rooms 25
- (ii) Single rooms 26
- (iii) Nurseries 27
- (iv) Milk kitchen 28
- (v) Day room 30
- (vi) Sanitary facilities 31
- (vii) Clean utility room 32
- (viii) Dirty utility room 32
- (ix) Sluice room 33
- (x) Ward pantry 33
- (xi) Sister's office 35
- (xii) Midwives' station(s) or duty room 35
- (xiii) Equipment store 36
- (xiv) Linen room or bay 36
- (xv) Trolley space 36
- (xvi) Flower room(s) or bay(s) 37
- (xvii) Cleaners' room 37
- (xviii) Staff sanitary facilities and cloakroom 38
- (xix) Doctors' room 39
- (xx) Visitors' room 39

Departmental items 40

(*e*) Labour suite
- (i) Day room(s) 43
- (ii) First stage rooms 43
- (iii) Patients' sanitary facilities 44
- (iv) Sluice 44
- (v) Delivery rooms 45
- (vi) Clean utility room(s) 46
- (vii) Sink room(s) 47
- (viii) Linen bay or cupboard* 47
- (ix) Equipment store 47

* This may be sited with Reception and Administration.

† This will be shared with Reception and Administration.

* Where the labour suite is combined with the wards, the rooms shown * will not be required.

Page reference

(x) Sister's office* 48
(xi) Duty room* 48
(xii) Doctors' room* 49
(xiii) Changing rooms 49
(xiv) Trolley space 49
(xv) Pantry* 50
(xvi) Cleaners' room* 51

Departmental items 51

(*f*) Operating theatre suite (if required)
(i) Theatre 53
(ii) Anaesthetic room 54
(iii) Sterile supply room 54
(iv) Sink room 54
(v) Scrub-up and gowning area 55
(vi) Changing room(s)† 55
(vii) Sister's office† 56
(viii) Equipment store† 56
(ix) Cleaners' room† 56

Departmental items 57

(*g*) Special baby care unit (if required)
(i) Hot room or incubator room 60
(ii) Warm humidified room(s) 60
(iii) Cool room(s) 61
(iv) Observation or isolation room(s) 61
(v) Utility room 62
(vi) Treatment and transfusion room 62
(vii) Clean utility room 62
(viii) Dirty utility room 63
(ix) Linen room or bay 63
(x) Duty room 63
(xi) Storage room for equipment 64
(xii) Demonstration room 64
(xiii) Single rooms for mothers 65
(xiv) Sanitary facilities for the above 65
(xv) Pantry 66
(xvi) Nurses' changing room 67
(xvii) Staff sanitary facilities and cloakroom 68

*Where the labour suite is combined with the wards, the rooms shown * will not be required.

† Where the operating theatre suite is planned with a centralised labour suite these rooms can be combined and shared.

Page reference

(xviii) Cleaners' room 68
(xix) Central milk kitchen 69

Departmental items 70

(*h*) Midwifery training unit (if required)
(i) Classroom 72
(ii) Midwife teacher's office 72

Departmental items 73

B. Additional accommodation

(*a*) Ante-natal clinic
(i) Children's waiting space 74
(ii) Consulting room(s) for the paediatrician 74
(iii) Weighing room for babies 74
(iv) Minor treatment room 75
(v) District midwives' room 75

(*b*) Reception and administration
Extra office space 76

(*c*) Admission suite
Visitors' waiting room 76

(*d*) Ward unit
(i) Treatment room 77
(ii) Patients' utility room 77

(*e*) Labour suite
(i) Scrub-up room(s) 77
(ii) Medical staff room 78
(iii) Storage room for mobile X-ray equipment 78
(iv) Sterilising room 78

(*f*) Special baby care unit
Day room 78

(*g*) Midwifery training unit
(i) Library/study 79
(ii) Second midwife teacher's office 79
(iii) Second classroom 80
(iv) Staff sanitary facilities 80

Appendix 81

VI. Schedule of Equipment

NOTE: It is for individual hospital authorities to make rules about smoking in the hospitals under their control and management (see Ministry Memorandum HM (63)43) and accordingly no reference is made to ashtrays or to smoking throughout this Note.

A. Basic Accommodation

(*a*) ANTE-NATAL CLINIC

(i) *Waiting space*

		Maximum number of attendances at a consultant session			*Notes*
		50	100	150	
Basic List					
Group I:	Booth, telephone	As reqd.	As reqd.	As reqd.	
	Clock, electric	1	1	1	
Group IIb:	Chair	25	50	75	A variety of chairs should be provided but these should not be too low. Provision includes tea bar seating, and suitable types for this purpose should be provided.
	Table	5	10	15	Of suitable types, including those to be used in conjunction with tea bar facilities.
	Chair, wheel, with footrest ..	1	1	2	
	Stand, umbrella	1	1	1	
Group III:	Bin, waste or litter	4	6	8	
	General decorative features ..	As reqd.	As reqd.	As reqd.	E.g. plant trough and stand, pictures, vases, etc.
	Cost Guide (excluding Group I)	£150	£275	£420	
Additional List					
Group I:	Partition, movable	As reqd.	As reqd.	As reqd.	Where no Mothercraft and Instruction Room is provided. See also page 6.
Cost Guide (additional list excluding Group I)		£—	£—	£—	

(ii) *Tea bar*

		Maximum number of attendances at a consultant session			*Notes*
		50	100	150	
Basic List					
Group I:	Basin, lavatory	1	1	1	
	Boiler, water, instantaneous, 2½ pints per minute	1	1	1	
	Boiling ring, double hotplate or cooker table	1	1	1	
	Counter with shelf storage ..	6 ft.	6 ft.	6 ft.	
	Dispenser, soap	1	1	1	
	Storage, cupboard	As reqd.	As reqd.	As reqd.	Lockable.
	Storage, shelf	As reqd.	As reqd.	As reqd.	
	Two-sink unit with two draining boards	1	1	1	
	Socket outlet, twin	1	1	1	
Group IIa:	Board, menu	1	1	1	
	Case, display	1	1	1	
	Dispenser, towel	1	1	1	B.S. 1439.
	Dispenser, paper tea towels ..	1	1	1	
Group IIb:	Bin, disposal, for paper towels..	1	1	1	
	Cash register	1	1	1	
	Refrigerator, small	1	1	1	
	Trolley, general purpose ..	1	1	1	

(*a*) ANTE-NATAL CLINIC (continued)

(ii) *Tea bar* (continued)

		Maximum number of attendances at a consultant session			*Notes*
		50	100	150	
Group III:	Basket, sink or tea strainer ..	1	1	1	
	Bin, rubbish	1	1	2	Or paper sack holder.
	Bin, pedal operated	1	1	1	Or lined paper sack holder.
	Broom, soft	1	1	1	
	Brush, hand	1	1	1	
	Brush, nail, and container ..	1	1	1	
	Bucket, mop	1	1	1	
	Bucket, plastic	1	1	1	
	Condiment set	1	1	1	
	Container, coffee	1	1	1	
	Container, sugar	1	1	1	
	Container, tea	1	1	1	
	Cover, food, plastic	4	4	4	
	Cup	24	48	72	
	Dish, butter	2	2	2	One on counter, one in refrigerator.
	Dispenser, milk	1	1	1	
	Dispenser, sugar	4	5	6	
	Dustpan	1	1	1	
	Jug, milk, 2 pint	2	2	2	
	Knife	18	36	48	
	Knife, bread	1	1	1	
	Mop	1	1	1	
	Opener, bottle	1	1	1	
	Opener, tin	1	1	1	
	Plate, tea	12	24	36	
	Pot, tea, 4 pint	2	2	2	
	Saucer	24	48	72	
	Saucepan, double, 4 pint ..	1	1	—	
	Saucepan, double, 6 pint ..	—	—	1	
	Spoon, tea	24	48	72	
	Server, cake	6	6	6	
	Tin, storage, biscuits	1	1	1	
	Tin, storage, cakes	1	1	1	
	Tray	12	24	36	
	Tray, plastic, to fit display case	8	8	8	
	Tumbler	18	36	48	Or disposable item.
	Cost Guide (excluding Group I)	£185	£200	£220	

(iii) *Patients' and visitors' sanitary facilities*

The equipment is shown on a unit basis. Guidance on the scale of provision is given in Hospital Building Note No. 21.

		Quantity	*Notes*
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Mirror	1	
	Hook, clothes	As required	In w.c. cubicle and also associated with lavatory basin.
	Shelf	As required	
	Grab rail	2	
	Patient/nurse call system	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	
Additional List			
Group I:	Holder, paper bag	1	**Cost Guide** (additional list)
Group IIb:	Bin, pedal operated (or paper sack holder)	1	£1 10s.
	Dispenser, sanitary towels	1	£10 10s.

(*a*) ANTE-NATAL CLINIC (continued)

(iv) *Mothercraft and instruction room*

Where no mothercraft and instruction room is provided the equipment shown in the second column below will be required for use in the waiting space partitioned area.

		Quantity	*Quantity for waiting space partitioned area*	*Notes*
Basic List				
Group I:	Basin, lavatory	1	—	
	Dispenser, soap	1	—	
	Chalkboard, with chart rail and chalk shelf	36 sq. ft.	—	B.S. 3030. Could be removable to display surface suitable for projection.
	Clock, electric	1	—	
	Hotplate	1	—	Or electric kettle.
	Storage, cupboard	As reqd.	—	
	Board, notice	1	—	
	Hook, clothes	As reqd.	—	
	Socket outlet, twin	2	—	One at back of room.
Group IIa:	Dispenser, towel	1	—	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	—	
	Cabinet, display	1	—	
	Chair, desk	1	—	
	Chair, nursing	2	2	
	Chair, stacking	10	6	Additional chairs may be brought in from other areas if required.
	Chalkboard and easel	—	1	B.S. 3030.
	Cot, baby's, and stand	1	—	
	Lectern, table type	1	—	
	Mattress, cot	1	—	
	Mattress, exercise	10	6	Or sorbo wedge.
	Projector, film, 16 mm., with sound head	1	1	May be shared with associated hospital or midwifery school, if available.
	Projector, slide	1	1	
	Screen, projector	—	1	
	Stand, projector	1	1	
	Stand, baby bath	1	1	
	Table, 3 ft. by 2 ft.	1	1	With drawer.
	Trolley, mattress	1	1	
Group III:	Bath, baby	1	1	
	Bin, waste paper	1	—	
	Bottle, baby	3	3	
	Charts, anatomical	As reqd.	As reqd.	
	Container	1	1	For sterilising bottles and teats.
	Container, sugar	1	1	
	Cover, teat	3	3	
	Jug, 1 pint	1	1	
	Saucepan, 1 pint	1	1	
	Spoon, table	1	1	
	Spoon, tea	1	1	
	Teat, baby's	3	3	
Models:				
	Baby	1	1	Plastic.
	Pelvis, female, and foetal model	1	1	
	Skull, baby	1	1	
				For baby linen, see Departmental Items on page 14.
	Cost Guide (excluding Group I)	£560	£500	
Additional List				
Group III:	Kettle, electric	1	1	B.S. 3456:A.3.
	Cost Guide (additional list)	£3	£3	

(v) *Equipment store*

		Quantity	*Notes*
Basic List			
Group I:	Hooks	As required	For equipment, mattresses, etc., used in the Mothercraft and Instruction Room.
	Storage, cupboard or shelving	As required	
	Cost Guide (excluding Group I)	£—	

(*a*) ANTE-NATAL CLINIC (continued)

(vi) *Almoner's office*

This may be sited with Reception and Administration.

Basic List		Quantity	Notes
Group I:	Board, notice	1	
	Hook, clothes	2	
	Telephone	1	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Cabinet, card index	1	
	Chair, desk	1	
	Chair, upright, small	2	
	Cupboard, storage, lockable	1	Or filing cabinet.
	Desk	1	
	Table, side	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£75	

(vii) *Health visitor's room*

Basic List		Quantity	Notes
Group I:	Board, notice	1	
	Hook, clothes	2	
	Telephone	1	
Group IIb:	Bookcase	1	
	Cabinet, card index	1	
	Chair, desk	1	
	Chair, upright, small	2	
	Cupboard, storage, lockable	1	Or filing cabinet.
	Desk	1	
	Table, side	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£75	

(viii) *Registration and records office*

This will be shared with Reception and Administration.

Basic List		Maximum number of attendances at a consultant session	For each additional		Notes
		50	*Clerk*	*Typist*	
Group I:	Counter	8 ft.	4 ft.	—	
	Board, notice	1	—	—	
	Telephone	1	—	—	
	Socket outlet, twin	1	—	—	
Group IIb:	Cabinet, card index, 4-drawer	3	—	—	Requirements will depend on local planning.
	Cabinet, filing, 4-drawer ..	2	—	—	
	Chair, desk	2	1	—	Or stool.
	Chair, typist's	1	—	1	
	Cupboard, stationery	1	—	—	
	Desk, typist's	1	—	1	
	Stand for cabinet, card index ..	1	—	—	Requirements will depend on local planning.
	Trolley, case paper	1	—	—	
	Typewriter	1	—	1	
Group III:	Bin, waste paper	3	1	1	
	Sundry office requisites ..	As reqd.	As reqd.	—	E.g. stapler, punch, scissors, ruler, etc.
	Cost Guide (excluding Group I)	£155	£4	£60	

(*a*) ANTE-NATAL CLINIC (continued)

(ix) *Clinette and/or w.c. and test room*

		Quantity	Notes
For test room			
Basic List			
Group I:	Sink, flushing, with slab	1	
	Sink unit, small, with elbow action taps	1	
	Rack, drainage	As required	
	Dispenser, soap	1	
	Worktop	As required	Acid resistant surface. For receiving specimens through hatches.
	Shelf	As required	
	Storage, cupboard	1	
	Storage, cupboard, ventilated	1	
	Board, notice	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Bin, disposal	1	For specimen bottles left by patients.
	Cabinet, urine test, complete	1	Lockable.
	Holder, paper sack	1	
	Stool	1	
Group III:	Bedpan	2	B.S. 2588.
	Rack, test tube	2	
	Cost Guide (excluding Group I)	£25	
For clinette or w.c.			
Basic List			
Group I:	W.C. suite or clinette with grab rail	1	
	Toilet paper fitting	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Mirror	1	
	Shelf	1	
	Hook, clothes	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£3	

(x) *History taking room(s)*

Where this room is provided—see Hospital Building Note No. 21.

		Quantity	Notes
Basic List			
Group IIb:	Chair, desk	1	
	Chair, upright, arm	2	
	Desk	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£30	

(*a*) ANTE-NATAL CLINIC (continued)

(xi) *Blood taking room and blood testing room(s)*

Where this room is provided—see Hospital Building Note No. 21.

		Quantity	Notes
For blood taking room			
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Lamp, examination	1	Ceiling or wall mounted.
	Storage, cupboard, wall	1	Small. For blood bottles.
	Hook, clothes	2	
	Socket outlet, single	2	
Group IIa:	Dispenser, towel	1	B.S. 1439.
	Dispenser, paper couch covers	1	
	Dispenser, nail brush	1	
Group IIb:	Bin, disposal, for paper towels and couch covers	1	
	Chair, upright, small	2	
	Couch, examination	1	B.S. 2838
	Steps, couch	1	
	Table, side	1	
Group III:	Bin, pedal operated	1	
	Rack, tube, blood specimen	2	
	Sphygmomanometer	1	B.S. 2744. Wall type.
	Cost Guide (excluding Group I)	£50	

Where haemoglobin estimations are done by the pathology staff in the larger clinics a separate room will be required equipped as below:

		Quantity	Notes	
For blood testing room				
Basic List				
Group I:	Bench, laboratory	1		
	Sink with laboratory type fittings	1		
	Dispenser, soap	1		
	Storage, cupboards	As required		
	Socket outlet, single	2		
Group IIa:	Dispenser, towel	1	B.S. 1439.	
Group IIb:	Bin, disposal, for paper towels	1		
	Stool	2		
Group III:	Colorimeter, photo-electric	1		
	Dispenser, reagent	1		
	Rack, test tube	As required		
	Cost Guide (excluding Group I)	£65		
Additional List			**Cost Guide** (additional list)	
Group IIb:	Refrigerator	1	£22 10s.	If required depending on local planning. May be sited in Clean Utility Room.
Group III:	Microscope	1	£165	If required.

(*a*) ANTE-NATAL CLINIC (continued)

(xii) *Sub-waiting spaces with midwives' duty station*

Where these are provided—see Hospital Building Note No. 21.

		Maximum number of attendances at a consultant session		*Notes*
		100	150	
Basic List				
Group I:	*Telephone	1	1	
	Shelf, books	As reqd.	As reqd.	
	Socket outlet, twin	1	1	
	Call point system	1	1	
Group IIb:	Chair, upright, arm	6	9	
	Table, occasional	1	1	
	*Chair, desk	1	1	
	*Chair, upright, small	1	1	
	*Cupboard (stationery, etc.)	1	1	
	*Desk	1	1	
	Stand, umbrella	1	1	
Group III:	Bin, waste or litter	2	2	
	*Desk set	1	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£70	£80	

* Required only where a midwives' duty station is incorporated in the sub-waiting space.

(xiii) *Consulting rooms, examination rooms and undressing cubicles*

Various combinations are described in Hospital Building Note No. 21 and the equipment is shown separately below for one of each type of room.

		Quantity	*Notes*
Consulting/Examination room: Consulting area			
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Illuminator, X-ray film, double (fixed)	1	
	Mirror	1	
	Telephone	1	
	Socket outlet, twin	1	
	Socket outlet, single	2	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chair, consultant's	1	
	Chair, upright	2	
	Desk, consultant's	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
Consulting/Examination room: Examination area			
Basic List			
Group I:	Fitments, curtains, screening	13 ft.	
	Socket outlet, twin	1	
	Lamp, adjustable	1	Ceiling or wall mounted.
	Shelf, small, mirror and coat hooks	1	
Group IIa:	Dispenser, paper couch covers	1	
Group IIb:	Bin, disposal, for paper couch covers	1	
	Bin, pedal operated	1	
	Chair, upright, small	1	
	Couch, examination	1	B.S. 2838.
	Steps, couch	1	
Group III:	Sphygmomanometer	1	B.S. 2744. May be wall fitted.
	Stethoscope	1	
	Stethoscope, foetal	1	
	Curtains, screening (48 in. wide)	12 yds.	
			NOTE: Dressing trolley, diagnostic set and patella hammer are shown in the list of Departmental Items (see page 14).
	Cost Guide (excluding Group I)	£100	

(*a*) ANTE-NATAL CLINIC (continued)

(xiii) *Consulting rooms, examination rooms and undressing cubicles* (*continued*)

	Quantity per room	*Notes*
Consulting room (*with separate examination room*)		
Basic List		
Group I: Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
Dispenser, soap	1	
Illuminator, X-ray film, double (fixed) ..	1	
Mirror	1	
Telephone	1	
Socket outlet, twin	1	
Socket outlet, single	2	
Group IIa: Dispenser, towel	1	B.S. 1439.
Group IIb: Bin, disposal, for paper towels	1	
Chair, consultant's	1	
Chair, upright, small	2	
Desk, consultant's	1	
Group III: Bin, waste paper	1	
Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
Cost Guide (excluding Group I)	£50	
Examination room		
Basic List		
Group I: Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
Dispenser, soap	1	
Lamp, adjustable	1	Ceiling or wall mounted.
Shelf, writing	1	
Socket outlet, twin	1	
Shelf, small, mirror and coat hooks ..	1	Mirror not required if undressing cubicles provided.
Group IIa: Dispenser, towel	1	B.S. 1439.
Dispenser, paper couch covers	1	
Group IIb: Bin, disposal, for paper towels	1	
Bin, disposal, for paper couch covers ..	1	
Bin, pedal operated	1	
Chair, upright, small	1	
Couch, examination	1	B.S. 2838.
Steps, couch	1	
Group III: Sphygmomanometer	1	B.S. 2744.
Stethoscope	1	
Stethoscope, foetal	1	NOTE: Dressing trolley, diagnostic set and patella hammer are shown in the list of Departmental Items (see page 14).
Cost Guide (excluding Group I)	£40	
	Quantity per cubicle	
Undressing cubicle		It has been assumed that the door of the cubicle will be lockable and lockers will therefore be unnecessary.
Basic List		
Group I: Bench	1	
Mirror	1	
Hook, clothes	2	
Shelf	1	NOTE: Dressing gowns are included in the Departmental Items on page 14.
Cost Guide (excluding Group I)	£—	
Additional List		
Group III: Chair, upright, small	As required.	If required for sub-waiting in association with undressing cubicles.
Cost Guide (additional list)	£4 per chair	

(*a*) ANTE-NATAL CLINIC (continued)

(xiv) *Clean utility room*

		Quantity	Notes
Basic List			
Group I:	Worktop	1	
	Storage, cupboard, lockable, with drawers and shelves	20 cu. ft.	For lotions, etc.
	Storage for sterile packs	As required	I.e. shelves or parking space for trolleys.
	Basin, lavatory, with elbow action taps	1	
	Dispenser, soap	1	
	Cupboard, heated	1	For warming solutions and dressings.
	Socket outlet, twin	1	
	Cupboard, D.D.A.	1	B.S. 2881.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Cost Guide (excluding Group I)	£3	
Additional List			**Cost Guide** (additional list)
Group IIa:	Dispenser, syringe	1	£9
Group IIb:	Refrigerator	1	£22 10s. — If not sited in blood-taking room.

(xv) *Dirty utility room*

		Quantity	Notes
Basic List			
Group I:	Worktop	1	Size depending on whether C.S.S.D. trolleys are parked here to collect soiled articles.
	Shelving	As required	
	Sink, with elbow action taps	1	
	Draining board	1	
	Dispenser, soap	1	
	Socket outlet, single	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	2	Or paper sack holder.
	Trolley, soiled linen collection	2	
	Trolley, C.S.S.D.	2	If required.
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£60	

(xvi) *Sister's office*

		Quantity	Notes
Basic List			
Group I:	Mirror	1	
	Clock, electric	1	
	Telephone	1	
	Hook, clothes	2	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Chair, desk	1	
	Chair, semi-easy	1	
	Chair, upright, small	2	
	Cupboard	1	Lockable. 6 ft. × 3 ft.
	Desk	1	
	Table, side, small	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£70	
Additional List			
Group I:	Board, notice	1	
Group IIb:	Cabinet, filing, 2-drawer	1	
	Cost Guide (additional list, excluding Group I)	£8	

(*a*) ANTE-NATAL CLINIC (continued)

(xvii) *Staff sanitary facilities*

The equipment is shown on a unit basis. Guidance on the scale of provision is given in Hospital Building Note No. 21.

		Quantity	*Notes*
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Mirror	1	
	Hook, clothes	As required	In w.c. cubicle and also associated with lavatory basin.
	Shelf	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	
Additional List			**Cost Guide** (additional list)
Group III:	Dispenser, sanitary towels	1	£10 10s.
	Bin, pedal operated (or paper sack holder)	1	£1 10s.

(xviii) *Linen storage*

The quantities of linen required are shown in the Departmental List for the Ante-natal Clinic on page 14.

		Quantity	*Notes*
Basic List			
Group I:	Storage, cupboard(s) to accommodate trolleys	As required	
	Racking, high level, within cupboard	As required	With suitable facilities for reaching high shelves if required.
Group IIb:	Trolley, clean linen	2	
	Cost Guide (excluding Group I)	£40	

(xix) *Cleaners' room*

		Quantity	*Notes*
Basic List			
Group I:	Bucket sink	1	
	Storage	18 cu. ft.	For day-to-day stock of cleaning materials, etc.
	Drainer or worktop	1	At working height for washing of cloths, etc.
	Racks, pegs or hooks for implements	As required	
Group IIb:	Trolley, domestic, small	2	
	Holder, paper sack	1	
Group III:	Cleaner, vacuum	1	B.S. 3028.
	Scrubber/polisher, electric	1	B.S. 3456:B.9.
	Cleaning utensils	As required	
	Cost Guide (excluding Group I)	£150	

(*a*) ANTE-NATAL CLINIC (continued)

DEPARTMENTAL ITEMS

Generally, items are shown throughout the list in the rooms where they will normally be found in the department. In addition, the items set out below relate to the ante-natal clinic as a whole, listed under (*a*) linen, (*b*) general items and (*c*) Central Sterile Supply Department items. Disposable items may be preferred in some cases.

The items under (*a*) will probably be supplied from the Central Linen service and the quantities shown (and cost) are intended to give guidance on the requirements of ante-natal clinic facilities with a maximum attendance at a consultant session of 50, 100 and 150 patients, but the total quantities held in the Central Linen Department will depend on various factors.

The items listed under (*c*) will be obtained from the Central Sterile Supply Department. Therefore an assessment of the basic requirements (and cost) for the ante-natal clinic on the scale provided in this Equipment Note has not been made, but quantities will be shown in the Equipment Note for a C.S.S.D. in due course. The list is intended to give an indication of the type and variety of items which it has been assumed will be obtained from the C.S.S.D. The cost of these items will also be included under the C.S.S.D.

	Maximum number of attendances at a consultant session			*Notes*
	50	100	150	
Basic List				
(*a*) *Linen*				
Group III: Bag	150	300	450	Plastic. If required for patients' clothing.
Bag, soiled linen	12	18	24	
Blanket	16	32	48	
Gown, dressing, washable	50	100	150	
Pillow case	16	32	48	
Sheet	12	24	36	Or disposable paper couch covers.
Blanket, cot	9	9	9	For Mothercraft and Instruction Room.
Gown, baby's	6	6	6	
Napkin, baby's	12	12	12	
Sheet, cot	6	6	6	
Towel, bath, baby's	3	3	3	
Vest, baby's	6	6	6	If used.
Wrap, baby's	3	3	3	
Cost Guide	£170	£320	£470	
(*b*) *General items*				
Group I: Directional signs, door labelling/numbering	As reqd.	As reqd.	As reqd.	
Incinerators, for toilets	As reqd.	As reqd.	As reqd.	
Group IIa: First aid fire-fighting equipment (e.g. hosereels, extinguishers, buckets, etc.)	As reqd.	As reqd.	As reqd.	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb: Curtains, window	As reqd.	As reqd.	As reqd.	These will vary according to local circumstances.
Rug	As reqd.	As reqd.	As reqd.	
Mat, door	As reqd.	As reqd.	As reqd.	
Trolley, dressing	6	8	10	B.S. 3236. One trolley for every two examination rooms plus two spare for the Department. Two size 24 in. × 18 in., remainder 18 in. × 18 in.
Weighing and measuring machine	2	2	3	B.S. 1887.
Group III: Apron, plastic	4	4	6	Including some for Mothercraft and Instruction Room.
Diagnostic set	2	3	4	
Glass, specimen	50	100	150	
Measure, tape	2	2	2	
Ophthalmoscope	2	3	4	
Patella hammer	2	3	4	
Pedestal, foot	1	2	3	
Pelvimeters	1	1	1	If required.
Pillow	8	16	24	
Thermometer, clinical, and container	4	6	8	B.S. 691.
Thermometer, room	1	1	2	
Torch	2	2	2	
Cost Guide (excluding Group I)	£285	£355	£455	

(*a*) ANTE-NATAL CLINIC (continued)

DEPARTMENTAL ITEMS (continued)

		Notes
(*c*) *Central Sterile Supply Department items*		
Group III: Blades, scalpel	B.S. 2982.	The list is intended to give an indication of the type of items which it has been assumed will be obtained from the Central Sterile Supply Department. The cost of these items will be included under the Central Sterile Supply Department. Variation may be needed to meet local preferences.
Bowls, lotion, with lids	B.S. 1823.	
Dishes, kidney	B.S. 1823.	
Forceps, dissecting	B.S. 2821.	
Forceps, mosquito or artery ..	B.S. 3246.	
Forceps, sinus	B.S. 3354.	
Forceps, sponge	B.S. 3039.	
Forceps, toothed		
Funnels		
Gallipots	B.S. 1823.	
Handles, scalpel		
Jugs, stainless steel		
Measures, graduated		
Probes		
Receivers, syringe		
Scissors, blunt ended		
Scissors, sharp ended		
Specula, gynaecological ..		
Syringes, 1 c.c.		
Syringes, 2 c.c.		
Syringes, 5 c.c.		
Syringes, 10 c.c.		
Syringes, 20 c.c.		
Trays, instrument	B.S. 1823.	
Tubes, blood specimen		
Tubes, test	B.S. 3218.	

(*b*) RECEPTION AND ADMINISTRATION

(i) *Main entrance space*

		Quantity for		Notes
		200 *sq. ft.*	400 *sq. ft.*	
Basic List				
Group I:	Clock, electric	1	1	
Group IIb:	Chair, arm	4	8	Or a settee and chairs.
	Table, occasional	1	2	
Group III:	Bin, waste paper	1	1	
	General decorative features	As reqd.	As reqd.	E.g. plant trough and stand, pictures, vases, etc.
	Cost Guide (excluding Group I)	£60	£110	

(ii) *Porters' station and public telephone*

		Quantity	Notes
Basic List			
Group I:	Counter	1	Public telephone(s) should be provided adjacent to the porters' station.
	G.P.O. telephone	As required	
Group IIb:	Chair, upright, small	1	
	Cost Guide (excluding Group I)	£4	

(*b*) RECEPTION AND ADMINISTRATION (continued)

(iii) *Sanitary facilities for visitors and staff*

The equipment is shown on a unit basis. Guidance on the scale of provision is given in Hospital Building Note No. 21.

		Quantity		Notes
		Male	*Female*	
Basic List				
Group I:	W.C. suite	1	1	
	Toilet paper fitting	1	1	
	Basin, lavatory	1	1	
	Dispenser, soap	1	1	
	Mirror	1	1	
	Hook, clothes	As reqd.	As reqd.	In w.c. cubicle and also associated with lavatory basin.
	Shelf	As reqd.	As reqd.	
	Urinal	1	—	
Group IIa:	Dispenser, towel	1	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	1	
Group III:	Brush, lavatory, and holder	1	1	
	Cost Guide (excluding Group I)	£2	£2	
Additional List				**Cost Guide** (additional list)
Group III:	Dispenser, sanitary towels	—	1	£10 10s.
	Bin, pedal operated (or paper sack holder)	—	1	£1 10s.

(iv) *Waiting room*

		Quantity	Notes
Basic List			
Group IIb:	Chair, arm	2	
	Chair, upright, arm	2	
	Settee	1	
	Table, occasional	2	
Group III:	Bin, waste paper	1	
	General decorative features	As required	E.g. plant trough and stand, pictures, vases, etc.
	Cost Guide (excluding Group I)	£60	
Toilet facilities adjoining			
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Mirror	1	
	Hook, clothes	As required	
	Shelf	As required	
	Grab rails	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	

(*b*) RECEPTION AND ADMINISTRATION (continued)

(v) *Medical staff office*

		Quantity	*Notes*
Basic List			
Group I:	Hook, clothes	2	
	Telephone	1	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Cabinet, filing, 4-drawer	1	
	Chair, desk	1	
	Chair, upright, small	2	
	Cupboard, stationery	1	
	Desk	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£80	
Additional List			**Cost Guide** (additional list)
Group IIb:	Machine, dictating	1	£75.
	Trolley, dictating machine	1	

(vi) *General office*

		Number of beds 50	*Larger units*	*Notes*
Basic List				
Group I:	Hook, clothes	As reqd.	—	
	Telephone	1	—	
	Socket outlet, twin	1	—	
			For each additional typist:	
Group IIb:	Chair, typist's	2	1	
	Chair, upright, small	2	—	
	Cupboard, stationery	1	—	
	Desk, typist's	2	1	
	Machine, audio-typing	1	—	A second machine may be required for larger units.
	Table, 4 ft. 6 in. × 3 ft.	1	—	
	Trolley for audio machine	1	—	See note above *re* audio machine.
	Typewriter	2	1	
Group III:	Bin, waste paper	2	1	
	Sundry office requisites	As reqd.	—	E.g. stapler, punch, scissors, ruler, etc.
	Cost Guide (excluding Group I)	£230	£65	

(*b*) RECEPTION AND ADMINISTRATION (continued)

(vii) *Superintendent midwife's office*

		Quantity	Notes
Basic List			
Group I:	Telephone	1	
	Board, pin-up	1	
	Socket outlet, twin	1	
	Hook, clothes	2	
Group IIb:	Bookcase	1	
	Chair, desk	1	
	Chair, upright, small	1	
	Chair, semi-easy	1	
	Cabinet, filing, 4-drawer	1	
	Cupboard	1	Lockable.
	Desk	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£80	
Sub-waiting space adjoining			
Basic List			
Group IIb:	Chair, upright, arm	3	
	Table, occasional	1	
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£20	
Sanitary facilities adjoining			
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Mirror	1	
	Hook, clothes	As required	
	Shelf	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	

(viii) *Deputy Superintendent midwife's office*

		Quantity	Notes
Basic List			
Group I:	Board, pin-up	1	
	Hook, clothes	2	
	Telephone	1	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Cabinet, filing, 2-drawer	1	
	Chair, desk	1	
	Chair, semi-easy	1	
	Chair, upright, small	1	
	Desk	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£60	

(*b*) RECEPTION AND ADMINISTRATION (continued)

(ix) *Emergency flying squad room*

The following is an indication of the type of equipment which might be required. This list is intended for check purposes. Some items will depend on individual preference and not all will be required.

		Quantity	*Notes*
Basic List			
Group I:	Worktop	As required	
	Storage, cupboard	As required	
	Storage, shelving	As required	
	Socket outlet, twin	1	
Group IIb:	Anaesthesia apparatus, portable	1	
	Cylinder, nitrous oxide, 100 gal.	6	B.S. 1319.
	Cylinder, oxygen, 72 gal.	6	
	Bronchoscope, emergency, 8 m.m.	1	
	Laryngoscope, adult and infant blades	1	
	Laryngoscope, handle, universal, 750	1	
	Stand, blood transfusion, folding	1	
	Suction pump, foot operated	1	
Group III:	Bottle, anaesthetic dropper	1	
	Bottle, hot water	1	B.S. 1970.
	Box, battery	1	
	Box, dressing	2	
	Case, canvas roll	1	
	Cover, hot-water bottle	1	
	Cradle, transfusion bottle	1	
	Frame, lithotomy, portable	1	
	Headlamp, surgeon's	1	
	Incubator, infant, portable	1	
	Pump, rotary, for pressure transfusion	1	
	Sphygmomanometer	1	B.S. 2744.
	Splint, immobilisation	2	Arm (for transfusion).
	Steriliser, portable	1	Spirit, 16 in. × 4 in. × 3 in.
	Stethoscope	1	
	Stethoscope, foetal heart	1	
	Stirrups and straps	2	
	Suitcase	2	
	Torch, electric	1	
	Cost Guide (excluding Group I)	£375	

(*b*) RECEPTION AND ADMINISTRATION (continued)

(ix) *Emergency flying squad room* (*continued*)

The following is a list of items which it has been assumed will be obtained from the Central Sterile Supply Department. The cost of these items will be included under the Central Sterile Supply Department. Again, variation may be needed to meet local preferences. Disposable items may be preferred in some cases.

		Notes
Basic List		
Group III:	Adaptors, syringe	
	Airways, anaesthetic	B.S. 2927.
	Aprons, surgeons	B.S. 2507.
	Bowls, lotion, with lid	B.S. 1823.
	Breaker, cutgut	
	Brush, nail	
	Can, douche with tube and nozzle	
	Cannulae	
	Catheter mounts, endotracheal	
	Catheters, mucus	
	Catheters, rubber for suction	
	Catheters, silver, female	
	Connections, tracheal	
	Depressors, tongue	
	Dishes, kidney	B.S. 1823. Various sizes.
	Forceps, artery	
	Forceps, bowl	B.S. 3204.
	Forceps, Cheatle	B.S. 2905.
	Forceps, delivery	
	Forceps, dissecting, plain	B.S. 2821.
	Forceps, dissecting, toothed	
	Forceps, Kochers	
	Forceps, mosquito	B.S. 3246.
	Forceps, swab holding	B.S. 3039.
	Forceps, tongue	
	Forceps, vulsellum	
	Gags, mouth	
	Gowns	
	Handles, scalpel and blades	
	Harness, head	
	Holders, ligature	
	Holders, needle	
	Masks, anaesthetic	
	Needles, aneurysm	
	Needles, syringe	Various sizes.
	Retractors, self-retaining	
	Retractors	Various.
	Scissors	
	Scissors, iridectomy	
	Scissors, straight, pointed	
	Set, cutting down	
	Specula	
	Syringes, glass, 1, 2, 5, 10 and 20 c.c.	If disposable syringes are not used.
	Thermometers, clinical	B.S. 691.
	Thermometers, lotion	
	Tubes, endotracheal, infant	B.S. 3487.
	Tubes, endotracheal, cuffed	B.S. 3487.
	Tubes, stomach	
	Tubes, e.g. Ryle's	

DEPARTMENTAL ITEMS

Generally, items are shown throughout the list in the rooms where they will normally be found in the department. In addition, the items set out below relate to the Reception and Administration department as a whole.

		Quantity	Notes
Basic List			
Group I:	Directional signs, door labelling/numbering	As required	
	Incinerators for toilets	As required	
Group IIa:	First aid fire-fighting equipment (e.g. hose-reels, extinguishers, buckets, etc.)	As required	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb:	Curtain, window	As required	These will vary according to local circumstances.
	Rug	As required	
	Mat, door	As required	
	Cost Guide (excluding Groups I and IIa)	£50	

(c) ADMISSION SUITE

(i) *Sub-waiting space and midwives' station*

		Quantity	Notes
Basic List			
Group I:	Telephone	1	
	Socket outlet, twin	1	
	Patient/nurse call system	1	
Group IIb:	Chair, desk	1	
	Chair, upright, arm	3	
	Chair, upright, small	1	
	Desk	1	
	Table, small	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£50	

(ii) *Examination room(s)*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Heated cupboard	1	For warming solutions and dressings.
	Hook, clothes	As required	
	Lamp, adjustable	1	Ceiling or wall mounted.
	Storage, cupboard	As required	
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
	Dispenser, paper couch cover	1	
Group IIb:	Couch, examination	1	B.S. 2838.
	Steps, couch	1	
	Table, side, small	1	
	Chair, upright, small	2	
	Bin, disposal, for paper towels and couch covers	1	
	Trolley, dressing	1	B.S. 3236.
Group III:	Sphygmomanometer	1	B.S. 2744.
	Stethoscope	1	
	Stethoscope, foetal	1	
	Brush, nail and container	1	
	Cost Guide (excluding Group I)	£70	

(c) ADMISSION SUITE (continued)

(iii) *Sanitary facilities*

The basic requirements for one bathroom, shower, w.c. and clinette are listed. Reference should be made to Hospital Building Note No. 21 for guidance on the scale of provision.

		Quantity	*Notes*
Bathroom			
Basic List			
Group I:	Bath, free standing	1	
	Hook, clothes	As required	
	Shelf	1	
	Mirror	1	
	Towel rail, heated	1	Connected to H.W.S. secondary circuit.
	Grab rails	As required	
	Patient/nurse call system	1	
Group IIb:	Chair, upright, small	1	
	Stool	1	
Group III:	Bathrack	1	
	Thermometer, bath	1	
	Brush, bath, and holder	1	
	Cost Guide (excluding Group I)	£8	
Shower area			
Basic List			
Group I:	Shower	1	Shoulder height, thermostatically controlled.
	Shelf	1	
	Hook, clothes	As required	
	Fitments, curtain	As required	
	Seat, bench	1	Adjacent to shower cubicle. May be stool if required.
Group III:	Curtain for shower cubicle	As required	
	Cost Guide (excluding Group I)	£3 10s.	
For each w.c. cubicle			
Basic List			
Group I:	W.C. suite or clinette	1	
	Toilet paper fitting	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Mirror	1	
	Hook, clothes	As required	
	Shelf	As required	
	Patient/nurse call system	1	
	Grab rails	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	

(iv) *Utility room*

		Quantity	*Notes*
Basic List			
Group I:	Sink unit, small, with elbow action taps	1	As laboratory sink with gooseneck taps.
	Rack, drainage	As required	For test tubes.
	Worktop	1	Acid-resistant surface.
	Storage, cupboard	As required	
	Storage, shelf	As required	
	Dispenser, soap	1	
	Socket outlet, single	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Cabinet, urine test, complete	1	
	Bedpan	2	B.S. 2588.
	Cost Guide (excluding Group I)	£15	

(*c*) ADMISSION SUITE (continued)

DEPARTMENTAL ITEMS

Generally, items are shown throughout the lists in rooms where they will normally be found in the Department. In addition, the items set out below relate to the Admission Suite as a whole, listed under (*a*) linen, (*b*) general items and (*c*) Central Sterile Supply Department items.

The items under (*a*) will probably be supplied from the Central Linen service. Quantities given in the Ward Unit list of departmental items (page 40) include an allowance for the admission suite. Total quantities held in the central linen department will, however, depend on various factors.

The items under (*b*) are also for general guidance, as the needs of a suite will vary slightly with local practice.

The items listed under (*c*) will be obtained from the Central Sterile Supply Department. Therefore an assessment of the basic requirements (and cost) for the suite has not been made, but quantities will be shown in the Equipment Note for a C.S.S.D. in due course. The list is intended to give an indication of the type and variety of items which it has been assumed will be obtained from the C.S.S.D. The cost of these will also be included under the C.S.S.D.

	Quantity	*Notes*
Basic List		
(*a*) *Linen*		Disposable items may be preferred in some cases.
Group III: Blanket		Included in Ward Unit Departmental Items, page 40.
Pillow		
Pillowcase		
Sheet		
(*b*) *General items*		
Group I: Directional signs, door labelling/numbering	As required	
Group IIa: First aid fire-fighting equipment (e.g. hose-reels, extinguishers, buckets, etc.)	As required	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb: Trolley, dressing	1	Additional to Examination Room provision. B.S. 3236.
Group III: Thermometer, clinical	2	B.S. 691.
Thermometer, lotion	1	
Cost Guide (excluding Group I)	£25	

	Notes
(*c*) *Central Sterile Supply Department items*	
Bowls, lotion	B.S. 1823. The list is intended to give an indication of the type of items which it has been assumed will be obtained from the Central Sterile Supply Department. The cost of these will be included under the Central Sterile Supply Department. Variation may be needed to meet local preferences.
Catheters	B.S. 1695.
Clips, gate	
Dishes, kidney	B.S. 1823.
Forceps, Cheatle	B.S. 2905.
Forceps, sponge holding	B.S. 3039.
Forceps, bowl	B.S. 3204.
Funnels	
Gallipots	B.S. 1823.
Jars, forceps	
Measures, graduated	
Razors, safety	
Trays, instrument	B.S. 1823.
Tubing, rubber	B.S. 1882.

(*d*) WARD UNITS

The following Schedules for ward units are based, where appropriate, on the requirements for a 28-bedded unit. As stated in Hospital Building Note No. 21, the number of beds in each ward unit may be either about 24 where the labour suite is part of the ward unit or about 28 where the labour suite is centralised. Suitable adjustments to the equipment requirements will be necessary to meet these variations and cost guidance is given in Appendix A to meet both methods of planning.

(i) *Multi-bedded rooms*

		Quantity		Notes
		Per bay	*Per bed*	
Basic List				
Group I:	Basin, lavatory	1	—	Screened by curtaining.
	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	—	
	Dispenser, soap	2	—	
	Mirror	1	—	
	Curtain rails for bed screening ..	—	As reqd.	
	Curtain rails for lavatory basin screening	As reqd.	—	Depending on local planning.
	G.P.O. telephone socket outlet for use with portable call-box unit	As reqd.	—	One for 8–12 patients.
	Bedhead light	—	1	
	Night lighting	As reqd.	—	
	Patient call/radio bedhead unit with re-set switch	—	1	See Hospital Building Note No. 21 for details.
	Piped oxygen and suction connectors	As reqd.	—	Where piped system is available.
	Clock, electric	1	—	
	Wardrobe, built-in	—	1	
	Socket outlet, single	—	1	
	Socket outlet (X-ray apparatus) ..	As reqd.	—	
Group IIa:	Dispenser, towel	1	—	B.S. 1439. For staff use.
	Wall fitting for thermometer	—	1	
Group IIb:	Bedstead, hospital type	—	1	B.S. 1682. Should be mobile with suitable castors and incorporate a standard range of features.
	Bin, disposal, for paper towels ..	1	—	
	Chair, nursing	2	—	
	Chair, upright, small	—	1 or 2	These are intended mainly for the use of visitors and will probably be uniform throughout the unit in which case a stacking type may be preferable. Requirements may depend on the accessibility of spares from the Day Space, etc.
	Cot, baby's, with stand	—	1	Incorporating storage space.
	Locker, bedside	—	1	B.S. 1765.
	Mattress, bed	—	1	B.S. 1818, 1819 or 3093.
	Mattress, cot	—	1	
	Pillow	—	3	Additional provision in Departmental Items on page 40.
	Stand, baby bath	2	—	If required.
	Table, overbed	—	1	B.S. 2483. Fixed, adjustable or cantilever type.
	Table, side	1	—	
Group III:	Bath, baby's	—	1	If required. These may alternatively be stored in the Nursery, page 27.
	Bin, waste paper	1	—	
	Bowl, plastic (washing)	2	—	To be stored in Clean Utility Room.
	Curtaining for bed screening	—	As reqd.	
	Curtaining for lavatory basin screening	As reqd.	—	Depending on planning.
	Thermometer, bath	—	1	
	Thermometer, clinical, and holder ..	—	1	B.S. 691. NOTE: Linen, baby clothes, etc., are included in the Departmental Items, page 40.
	Cost Guide (excluding Group I)	£45	£105	
Additional List				
Group III:	Holder, chart	—	1	
	Cost Guide (additional list)	£—	£1	

(*d*) WARD UNITS (continued)

(ii) *Single rooms*

		Quantity per room	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	As patients will use this basin for ablutions, taps should be positioned so that they do not project over the basin when " off ".
	Dispenser, soap	1	
	Towel rail	1	For patient's towel.
	Mirror	1	
	Wardrobe, built-in	1	
	Storage, cupboard, small	1	For patient's toilet articles, etc. (This can be movable or incorporated in another fitment if necessary.)
	Clock, electric	1	
	G.P.O. telephone socket outlet, for use with portable call-box unit	1	To serve 4–6 patients.
	Shield or curtain fitting for door panel ..	1	For patient's privacy.
	Bedhead light	1	
	Night lighting	As required	
	Patient call/radio bedhead unit with re-set switch	1	See Hospital Building Note No. 21 for details.
	Piped oxygen and suction connectors ..	As required	Where piped system is available.
	Socket outlet, twin	1	
	Socket outlet (X-ray apparatus)	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439. For staff use.
	Wall fitting for thermometer	1	
Group IIb:	Bedstead, hospital type	1	B.S. 1682. Should be mobile, with suitable castors, and incorporate a standard range of features.
	Bin, disposal, for paper towels	1	
	Chair, nursing	1	
	Chair, upright, small	1	This is intended mainly for the use of visitors. If uniform throughout the unit a stacking type may be preferable.
	Cot, baby's, with stand	1	Incorporating storage space.
	Locker, bedside	1	B.S. 1765.
	Mattress, bed	1	B.S. 1818, 1819 or 3093.
	Mattress, cot	1	
	Pillow	3	Additional provision in Departmental Items, page 40.
	Stand, baby bath	1	If required.
	Table, overbed	1	B.S. 2483. Fixed, adjustable or cantilever type.
Group III:	Bath, baby's	1	If required.
	Bin, waste paper	1	
	Thermometer, bath	1	
	Thermometer, clinical, and holder	1	B.S. 691. NOTE: Linen, baby clothes, etc., are included in the Ward Unit Departmental Items, page 40.
	Cost Guide (excluding Group I)	£115	
Additional List			
Group III:	Holder, chart	1	
	Cost Guide (additional list)	£1	

(*d*) WARD UNITS (continued)

As stated in Hospital Building Note No. 21, paragraph 74, two single rooms set aside in each ward unit for patients requiring observation or isolation will have associated toilet and sanitary facilities, the equipment for which is listed below on a unit basis. Reference should be made to the Nursery on page 28 and the Dirty Utility Room on page 32 for further special provision.

		Quantity	*Notes*
Toilet and sanitary facilities			
Basic List			
Group I:	W.C. suite	1	With bed-pan flush attachment.
	Toilet paper fitting	1	
	Basin, lavatory	1	
	Mirror	1	
	Hook, clothes	As required	
	Shelf	As required	
	Patient/nurse call system	1	
	Grab rails	2	
Group IIb:	Chair, bathroom	1	
Group III:	Brush, lavatory, and holder	1	
	Bin, pedal operated	1	
	Cost Guide (excluding Group I)	£4	
Shower area			
Basic List			
Group I:	Shower	1	
	Shelf	1	
	Hook, clothes	As required	
	Fitments, curtain	As required	
	Seat, bench	1	Adjacent to shower cubicle. May be stool if required.
Group III:	Curtain for shower cubicle	As required	
	Cost Guide (excluding Group I)	£3 10s.	

(iii) *Nurseries*

		Quantity		*Notes*
		Per nursery	*Per cot*	
Basic List				
Group I:	Basin, lavatory, or belfast type sink with adjacent shelf at working level	1	—	For filling baths.
	Dispenser, soap	1	—	
	Clock, electric	1	—	
	Storage	As reqd.	—	
	Socket outlet, single	—	1	With neon type indicating light. For each cot position.
	Nurse call system	1	—	
Group IIa:	Dispenser, paper scale covers	1	—	
	Dispenser, towel	1	—	B.S. 1439. For staff use.
Group IIb:	Bin, disposal, for paper towels and scale covers	1	—	
	Chair, nursing	2	—	
	Rack, clean linen	1	—	
	Stand, baby bath	2	—	
	Stand, soiled linen	2	—	
	Table, small	1	—	
Group III:	Bath, baby's	2	—	
	Brush, nail, and container	1	—	
	Scales, baby's	1	—	
	Thermometer, bath	1	—	
				NOTE: If infant toilet undertaken in Nursery, the baby baths listed in the multi-bedded rooms will also be sited here.
	Cost Guide (excluding Group I)	£65	£—	

(*d*) WARD UNITS (continued)

(iii) *Nurseries* (*continued*)

As stated in Hospital Building Note No. 21, paragraph 75, a separate nursery will be associated with the two single rooms set aside for patients requiring isolation or observation. This nursery will contain two cubicles; the following equipment is intended for an outer working space and two cubicles.

		Quantity	*Notes*
Basic List			
Group I:	Basin, lavatory, or belfast type sink with adjacent shelf at working level	1	For filling baths.
	Storage	As required	
	Dispenser, soap	1	
	Socket outlet	1	With indicating neon light. At cot position.
Group IIa:	Dispenser, paper scale covers	1	
	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels and scale covers	1	
	Chair, nursing	2	
	Rack, clean linen	1	
	Stand, baby bath	1	
	Stand, soiled linen	1	
Group III:	Bath, baby's	2	
	Brush, nail, and container	1	
	Scales, baby's	1	
	Thermometer, bath	1	
			NOTE: Linen, baby clothes, etc., are included in the Ward Unit Departmental Items on page 40.
	Cost Guide (excluding Group I)	£50	

(iv) *Milk kitchen* (For central milk kitchen see page 69)

(*a*) *For the collection and warming of feeds prepared in the central milk kitchen*

		Quantity	*Notes*
Basic List			
Group I:	Worktop	As required	
	Sink with two drainers	1	
	Storage	As required	
	Boiling ring	1	
	Dispenser, soap	1	
	Socket outlet	As required	With indicating lights.
Group IIa:	Dispenser, towel	1	B.S. 1439.
	Dispenser, paper tea towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Refrigerator	1	
Group III:	Brush, nail, and container	1	
	Jug or container for warming bottles ..	24	
	Kettle, electric	1	B.S. 3456: A.3.
	Saucepan, 2 pint	1	B.S. 1859.
	Cost Guide (excluding Group I)	£60	

Additional List

Where instruction on feed preparation is given to mothers the following additional equipment will be required.

		Quantity	*Notes*
Group III:	Container, sugar	1	
	Container for sterilising bottles, etc. ..	1	
	Jug, 1 pint	1	Graduated.
	Saucepan, 1 pint	1	B.S. 1859.
	Spoon, tea	1	
	Spoon, table	1	
	Strainer, wire mesh	1	
	Cost Guide (additional list)	£2	

(*d*) WARD UNITS (continued)

(iv) *Milk kitchen* (*continued*)

(*b*) *For the preparation of feeds where no central milk kitchen exists*

		Quantity per ward unit	*Notes*
Clean section			
Basic List			
Group I:	Sink, scrub-up, with elbow operated taps ..	1	
	Sink, with elbow action taps and double drainer	1	
	Dispenser, soap	1	
	Worktop	As required	
	Storage, cupboard	As required	
	Boiling ring	1	
	Autoclave	1	If required where no C.S.S.D. exists.
	Clock, electric	1	
	Socket outlet	As required	With indicating lights.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Holder, paper sack	1	
	Machine, mixing	1	B.S. 3456: B.5.
	Refrigerator	1	
	Stool	1	
	Trolley, dirty linen	1	Adjacent to milk kitchen. May be sited in Clean Utility Room.
Group III:	Bowl, mixing, china, 8 in.	1	
	Bottle, baby's, 4 oz.	56	
	Bottle, baby's, 8 oz.	28	
	Brush, nail, and container	1	
	Container, sugar	1	
	Cover, teat	56	Or disposable items.
	Feeders, Belcroy	4	
	Forceps, Cheatle .. .. .. pairs	2	B.S. 2905.
	Funnel, glass, small	2	For tube feeding.
	Jar, Cheatle forceps	2	
	Measure, 1 pint	6	Stainless steel.
	Measure, minim	3	
	Opener, can	1	
	Scales, spring, 2 lb.	1	
	Spatula	2	
	Spoon, table	2	
	Spoon, tea	2	
	Strainer, wire mesh	1	
	Tank, perspex, 6 in. × 8 in.	1	
	Teat, baby's	56	
	Thermometer, food	4	
	Timer	1	
	Tray, small	6	Stainless steel. For holding individual feeds.
	Valves, feeding bottle	56	
	Whisk	1	If no mixing machine.
Dirty section			
Basic List			
Group I:	Sink with double drainers	1	
	Storage, cupboard	As required	
	Socket outlet	As required	With indicating lights.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, pedal operated	1	
	Holder, paper sack	1	
Group III:	Brush, bottle and holder	6	If no automatic unit. For linen provision see Departmental Items on page 40.
	Cost Guide (excluding Group I)	£105	
Additional List			**Cost Guide** (additional list)
Group IIb:	Brush, rotating, or automatic bottle washer	1	£60.
	Kettle, electric	1	£3. B.S. 3456: A.3.

(*d*) WARD UNITS (continued)

(v) *Day room*

		Quantity	*Notes*
Basic List			
Group I:	G.P.O. telephone socket outlet	1	
	Clock, electric	1	
	Storage, bookshelves	As required	Alternatively a bookcase should be provided in Group IIb.
	Patient/nurse call system	1	
	Fire, electric, luminous	1	
	Socket outlet, twin	1	
	Aerial connections, television and radio ..	As required	
	Mirror	1	
Group IIb:	Chair, easy or semi-easy	10	
	Chair, upright, small	10	Stacking type if required.
	Cushion	6	
	Footstool	6	
	Table, dining, folding	3	Each to seat four.
	Table, occasional	3	
Group III:	Bin, waste paper	1	
	General decorative features	As required	E.g. plant trough and stand, pictures, vases, etc.
	Cost Guide (excluding Group I)	£205	
Additional List			
Group IIb:	Bookcase	1	If no fixed shelving provided.
	Cost Guide (additional list)	£15	

(*d*) WARD UNITS (continued)

(vi) *Sanitary facilities*

The basic requirements are listed on a unit basis for one w.c., one bathroom and one shower. These should be provided on the scale laid down in Hospital Building Note No. 21.

		Quantity	*Notes*
(*a*) *W.C.*			
Basic List			
Group I:	W.C. suite	1	
	Bidet	1	May be in adjoining cubicle.
	Basin, lavatory	1	
	Dispenser, soap	1	
	Hook, clothes	2	
	Toilet paper fitting	1	
	Grab rails	2	
	Shelf	1	
	Mirror	1	
	Patient/nurse call system	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Dispenser, sanitary towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£5	
(*b*) *Bathroom*			
Basic List			
Group I:	Bath	1	Should be free-standing in one bathroom only on each ward floor.
	Basin, lavatory	1	In the bathroom containing free-standing bath.
	Hook, clothes	2	
	Patient/nurse call system	1	
	Mirror	1	
	Shelf	1	
	Towel rail, heated	1	Connected to H.W.S. secondary circuit.
	Hand rail, wall fixed	1	Alongside and at end of bath, or grips for free-standing bath.
Group IIb:	Bin, pedal operated	1	
	Chair, upright, small	1	
	Stool	1	
Group III:	Brush, bath, and holder	1	
	Rack, bath	1	
	Thermometer, bath	1	
	Cost Guide (excluding Group I)	£8	
(*c*) *Shower area*			
Basic List			
Group I:	Shower	1	Shoulder height, thermostatically controlled.
	Shelf	1	
	Hook, clothes	As required	
	Fitment, curtain	As required	
	Seat, bench	1	Adjacent to shower cubicle. May be stool if required.
Group III:	Curtain for shower cubicle	As required	
	Cost Guide (excluding Group I)	£3 10s.	

(*d*) WARD UNITS (continued)

(vii) *Clean utility room*

		Quantity	Notes
Basic List			
Group I:	Worktop	As required	With space below for dressing trolley storage.
	Storage, cupboard, lockable, with drawers and shelves over	20 cu. ft.	For lotions, etc.
	Storage for sterile packs	As required	Shelves or parking space for trolleys.
	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Cupboard, heated	1	For warming solutions and dressings.
	Hotplate	1	If required.
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Refrigerator	1	For storage of drugs.
	Trolley, dressing	3	B.S. 3236. 18 in. × 18 in.
	Cost Guide (excluding Group I)	£85	
Additional List			
Group IIa:	Dispenser, syringe	1	
	Cost Guide (additional list)	£9	

(viii) *Dirty utility room*

		Quantity	Notes
Basic List			
Group I:	Worktop	1	The size will depend on whether C.S.S.D. trolleys are parked here to collect soiled articles.
	Shelving	As required	
	Sink with elbow action taps	1	
	Draining board	1	
	Dispenser, soap	1	
	Socket outlet, single	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	2	Or paper sack holder.
	Trolley, soiled linen collection	3	
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£25	

As stated in Hospital Building Note No. 21, paragraph 74, two single rooms set aside for patients requiring isolation or observation will have a dirty utility room associated with them. The following is a list of the equipment required for this dirty utility room.

		Quantity	Notes
Basic List			
Group I:	Worktop	As required	Size will depend on whether C.S.S.D. trolleys are parked here to collect soiled articles.
	Shelving	As required	
	Sink with elbow action taps	1	
	Draining board	1	
	Dispenser, soap	1	
	Socket outlet, single	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	Or paper sack holder.
	Stand, soiled linen	1	
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£10	

(*d*) WARD UNITS (continued)

(ix) *Sluice room* (*incorporating test room*)

The test room may take the form of an alcove or bay adjacent to the sluice room, when the items marked * will be required in the alcove.

Basic List		Quantity	Notes
Group I:	Bedpan washer and disinfector with automatic control	1	
	Sink, flushing, with slab	1	
	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Storage, cupboard	1	For sputum and vomit containers.
	Storage, cupboard, ventilated	1	For urine and stool specimens.
	*Racks, drainage	As required	For test tubes.
	*Worktop	1	Acid-resistant surface.
	Cabinet, bedpan, heated	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, pedal operated	3	*One to test room where this is separated.
	Bin, disposal, for paper towels	1	
	*Cabinet, urine test, complete	1	Lockable.
Group III:	Bedpan	12	B.S. 2588.
	Bowl, vomit	6	
	Cost Guide (excluding Group I)	£60	

(x) *Ward pantry*

The following are the main requirements for a pantry serving a 28-bed ward unit. The equipment listed is required in all cases except where there is a full centralised tray service. A dish-washing machine or sterilising sink will be required only where centralised washing-up is not available.

Basic List		Quantity	Notes
Group I:	Instantaneous water boiler with drip tray	1	
	Boiling ring, double, or hot plate, double	1	
	Grill or toaster	1	
	Hot closet	1	
	Sink unit, one sink with two drainers	1	Stainless steel.
	Dishwasher, mechanical	1	Or sterilising sink with baskets to fit. Where required.
	Cupboard units	2 or 3	For crockery, cutlery and dry goods (one unit lockable).
	Basin, lavatory	1	
	Worktop, or table	1	Minimum length 6 ft., with impervious surface.
	Dispenser, soap	1	
	Board, notice	1	
	Socket outlet	As required	With indicating lights.
	Patient/nurse call system	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
	Dispenser, paper tea towel	1	B.S. 1439.
Group IIb:	Bin, bread	1	
	Bin, disposal, for paper towels and tea towels	1	
	Bin, rubbish	2	With rubber lid and base if appropriate: alternatively paper sack holder.
	Rack, tray, mobile	1	Size 36 in. × 20 in. overall.
	Refrigerator, 5–8 cu. ft.	1	To take day's supply of milk bottles.
	Stool	2	
	Trolley, general purpose, service	1	
Group III:	Basin, 1 pint	1	
	Basin, 2 pint	1	
	Basin, sugar, individual	30	
	Beaker	30	
	Beater, egg	1	
	Board, bread	2	Rectangular.
	Bowl, plastic	1	
	Brush, nail	1	
	Brush, bottle and spout	1	
	Brush, hand	1	
	Condiment set (salt and pepper)	30	
	Container, coffee	1	
	Container, sugar	1	
	Container, tea	1	
	Container, cocoa	1	

(*d*) WARD UNITS (continued)

(x) *Ward pantry* (*continued*)

		Quantity	*Notes*
Basic List			
Group III: (*contd.*)	Corkscrew	1	
	Cover, plate, aluminium	10	
	Cup, egg	30	
	Cup, feeding	6	
	Cup, tea	36	
	Dish, butter	2	
	Dish, jam, 4 in. dia.	6	
	Dustpan	1	
	Fork, dessert	36	
	Fork, dinner	36	
	Glass, fruit juice, 3 oz.	18	
	Grater	1	
	Holder, paper sack	1	
	Jug, milk, 4 oz.	30	
	Jug, graduated, 1 pint	1	
	Jug, 2 pint	2	
	Jug, 4 pint	2	
	Jug, hot water, individual	30	If individual teapots provided.
	Kettle, 6 pint	1	
	Knife, bread	2	
	Knife, dinner	36	
	Knife, dessert	36	
	Knife, vegetable	1	
	Ladle, 2 oz.	1	
	Ladle, $\frac{1}{3}$ pint	2	
	Ladle, $\frac{1}{4}$ pint	2	
	Mixer, hand plunger type	1	
	Opener, bottle	1	
	Opener, tin	1	
	Pan, frying	2	
	Plate, cereal and soup	36	
	Plate, dessert and breakfast	36	
	Plate, dinner	36	
	Plate, tea	36	
	Poacher, egg, six-egg size	1	
	Pot, mustard, 4 oz.	1	
	Pot, tea, individual, or	30	
	Pot, tea, 6 pint	2	
	Saucer	36	
	Saucepan, 1 pint	1	Aluminium. B.S. 1859.
	Saucepan, 2 pint	1	
	Saucepan, 3 pint	1	
	Saucepan, double, aluminium, 8–10 pint	1	
	Saucepan, with wire basket (eggs)	1	
	Scoop, ice-cream service, size 20–24	1	
	Slice, fish, 11–12 in. over-all	2	
	Spoon, dessert	36	
	Spoon, egg	36	
	Spoon, soup	36	
	Spoon, serving, 8–10 in. handle	4	
	Spoon, serving, perforated	1	
	Spoon, tea	36	
	Squeezer, lemon	1	
	Strainer, coffee	1	
	Strainer, sink	1	
	Strainer, tea	1	
	Timer, egg	1	
	Tin, biscuit	2	
	Tin, cake	1	
	Tongs, food service	2	
	Tray (to fit tray rack)	32	For patients' meals and service.
	Tray, serving, 9 in. circular	3	
	Tumbler, glass	36	
	Vinegarette	3	
	Cost Guide (excluding Group I)	£240	
Additional List			
Group IIb:	Scales, diabetic	1	
Group III:	Box, cutlery	1	If not included in cupboard unit.
	Fork, fish	30	Required if cutlery not stainless steel.
	Knife, fish	30	Required if cutlery not stainless steel.
	Liquidiser	1	
	Cost Guide (additional list)	£24	

(*d*) WARD UNITS (continued)

(xi) *Sister's office*

		Quantity	Notes
Basic List			
Group I:	Board, notice	1	
	Mirror	1	
	Clock, electric	1	
	Telephone	1	
	Hook, clothes	2	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Chair, desk	1	
	Chair, semi-easy	1	
	Chair, upright, small	2	
	Cupboard, storage	1	Lockable.
	Desk	1	
	Table, side, small	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£70	
Additional List			
Group IIb:	Cabinet, filing, 2-drawer	1	
	Cost Guide (additional list)	£8	

(xii) *Midwives' station(s) or duty room*

The equipment will be the same for either a Midwives' Duty Room or an open Midwives' Station. Guidance on the provision is given in Hospital Building Note No. 21.

		Quantity	Notes
Basic List			
Group I:	Sink, medicine, with elbow action taps	1	Laboratory type, with gooseneck taps, sink fitted into worktop.
	Drinking water tap	1	
	Dispenser, soap	1	
	Patient/nurse call system	1	
	Cupboard, D.D.A., with internal lighting	1	B.S. 2881.
	Cupboard, medicines and lotions, lockable	1	To accommodate medicine trolley and also for Schedule I poisons and reserve stock.
	Telephone	1	With suitable bell and light for day and night use.
	Clock, electric	1	
	Board, notice	1	
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chair, upright, small	2 or 3	
	Desk	2	Alternative provision would be a built-in counter under Group I.
	Illuminator, X-ray film, portable	1	
	Lamp, desk	1 or 2	For stations only.
	Trolley, medicine	1	See medicine cupboard above.
	Trolley, patients' records, plus diagnostic set	1	
Group III:	Bin, waste paper	1	
	Lantern, battery operated	2	
	Desk set	2	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Rack, stationery	2	Unless incorporated in the desk or counter fitting.
	Cost Guide (excluding Group I)	£125	

(*d*) WARD UNITS (continued)

(xii) *Midwives' duty room where the department is used for midwifery training*

As stated in Building Note No. 21, where the department is used for midwifery training it may be necessary to provide both an open station, which will be equipped as above, and a duty room used mainly for midwifery training, for which the following will be required.

		Quantity	*Notes*
Basic List			
Group IIb:	Bookcase	1	
	Chair, tutor	1	
	Chair, stacking	12	
	Chalkboard and easel	1	
	Desk, tutor	1	
Group III:	Bin, waste paper	1	
	Cleaner, board	1	
	Pointer, board	1	
	Carafe, water and tumbler	1	
	Lectern, table type	1	
	Books	As required	
	Charts, anatomical	As required	
	Models	As required	Further equipment will be available in the Midwifery Training Unit, see A(*h*) on page 73.
	Cost Guide (excluding Group I)	£125	

(xiii) *Equipment store*

The equipment required may be in the form of built-in adjustable shelving in cupboards or loose racking, depending on the planning. The items stored here are shown separately in the list of Departmental Items, page 40.

		Quantity	*Notes*
Basic List			
Group I:	Racking	As required	Alternatively this may be provided under Group IIb.
	Hooks	As required	
Group IIb:	Ladder, step	1	
	Cost Guide (excluding Group I)	£3	

(xiv) *Linen room or bay*

The quantities of linen, blankets, etc., required for a 28-bed ward are shown separately in the list of Departmental Items, page 40.

		Quantity	*Notes*
Basic List			
Group I:	Storage, cupboard(s) to accommodate trolleys	As required	With suitable facilities for reaching high shelves if required.
	Racking, high level, within cupboard	As required	
Group IIb:	Trolley, clean linen	2	
	Cost Guide (excluding Group I)	£40	

(xv) *Trolley space*

The following items are for storage and use within the Ward Unit as distinct from any central pool.

		Quantity	*Notes*
Basic List			
Group IIb:	Wheelchair	1	
	Sani-chair	3	These may be more appropriately stored near the sluice room or patients' lavatory.
	Cost Guide (excluding Group I)	£60	

(*d*) WARD UNITS (continued)

(xvi) *Flower room(s) or bay(s)*

The following requirements cater for one flower room for a 28-bed ward unit.

		Quantity	Notes
Basic List			
Group I:	Sink	1	
	Worktop	1	
	Holder, paper sack, fixed	1	Or bins.
	Storage, cupboard or shelves	1	For vases.
Group IIb:	Trolley	2	For flower transportation.
	Bucket, plastic	4	For immersion.
Group III:	Vase, flower	50	
	Holder, pot plant, individual	12	
	Secateurs (or scissors) .. .. pairs	1	
	Cost Guide (excluding Group I)	£40	

(xvii) *Cleaners' room*

		Quantity	Notes
Basic List			
Group I:	Bucket sink	1	
	Drainer or worktop	1	At working height for washing of cloths, etc.
	Racks, pegs or hooks	As required	For implements.
	Storage	18 cu. ft.	For day-to-day stock of cleaning materials, etc.
Group IIb:	Trolley, domestic, small	2	
	Holder, paper sack	1	
Group III:	Cleaner, vacuum	1	B.S. 3028.
	Scrubber/polisher, electric	1	B.S. 3456: B.9.
	Cleaning utensils	As required	
	Cost Guide (excluding Group I)	£150	

(*d*) WARD UNITS (continued)

(xviii) *Staff sanitary facilities and cloakroom*

The planning of the building may permit the sharing by more than one ward unit of the staff sanitary facilities and cloakroom. The equipment is listed, therefore, on a unit basis. Clothes lockers for non-resident staff should be provided centrally.

		Quantity	*Notes*
For W.C. cubicles			
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Hook, clothes	1	
	Shelf, small	1	
Group IIb:	Bin, sanitary	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	
Additional List			
Group I:	Basin, lavatory, small	1	Optional, depending on planning.
	Dispenser, soap	1	Optional, depending on planning.
Group IIa:	Dispenser, towel	1	B.S. 1439. Optional, depending on planning.
Group IIb:	Bin, disposal, for paper towels	1	Optional, depending on planning.
	Cost Guide (additional list, excluding Group I)	£1	
For cloakrooms			
Basic List			
Group I:	Basin, lavatory	1	For each basin.
	Mirror	1	
	Shelf	1	
	Dispenser, soap	1	
	Hook, clothes	As required	For nurses' cloaks and aprons.
	Mirror, long	1	For each cloakroom.
Group IIa:	Dispenser, towel	1	B.S. 1439. For each three or four lavatory basins.
Group IIb:	Locker, small	1	For each member of staff, for personal belongings.
	Umbrella rack	1	For each cloakroom.
	Bin, disposal, for paper towels	1	For each cloakroom.
	Chair, upright, small	1	For each cloakroom.
Group III:	Bin, waste paper	1	For each cloakroom.
	Cost Guide (excluding Group I)	£6	Plus £2 10s. for each small locker.

(*d*) WARD UNITS (continued)
(xix) *Doctor's room*

		Quantity	Notes
Basic List			
Group I:	Telephone	1	
	Hook, clothes	2	
	Socket outlet, twin	1	
Group IIb:	Bookcase or shelf	1	
	Chair, arm	1	
	Chair, desk	1	
	Chair, upright, small	2	
	Desk	1	
	Rack, stationery	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Dictating machine	1	
	Cost Guide (excluding Group I)	£120	
Additional List			
Group IIa:	Illuminator, X-ray film	1	
	Cost Guide (additional list)	£20	
Sanitary facilities adjoining			
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Mirror	1	
	Hook, clothes	As required	
	Shelf	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	

(xx) *Visitors' room*

		Quantity	Notes
Basic List			
Group I:	Mirror	1	
	Shelf	1	
	Hook, clothes	As required	
	Socket outlet, twin	1	
Group IIb:	Chair, easy arm, with foot rest	1	
	Chair, upright, small	4	
	Divan-settee	1	
	Locker, clothes	1	Or wardrobe, small.
	Table, occasional	1	
Adjacent sanitary facilities			
Basic List			
Group I:	Basin, lavatory, with shelf	1	
	W.C. suite	1	
	Hook, clothes	As required	
	Mirror	1	
	Dispenser, soap	1	
	Toilet paper fitting	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£55	

(*d*) WARD UNITS (continued)

DEPARTMENTAL ITEMS

Generally, items are shown throughout the lists in rooms where they will normally be found in the Department. In addition, the items set out below relate to the ward unit as a whole, listed under (*a*) linen, (*b*) general items and (*c*) Central Sterile Supply Department items.

The items under (*a*) will probably be supplied from the Central Linen service and quantities shown (and cost) are intended to give guidance on the requirements of an individual ward unit of 28 beds, but the total quantities held in the central linen department will depend on various factors.

The items under (*b*) are also for general guidance, as the needs of a ward will vary slightly with local practice.

The items listed under (*c*) will be obtained from the Central Sterile Supply Department. Therefore an assessment of the basic requirements (and cost) for the 28-bed ward unit has not been made, but quantities will be shown in the Equipment Note for a C.S.S.D. in due course. The list is intended to give an indication of the type and variety of items which it has been assumed will be obtained from the C.S.S.D. The cost of these will also be included under the C.S.S.D.

		Quantity	*Notes*
Basic List			
(*a*) *Linen*			Disposable items may be preferred in some cases.
Group III:	Bag, soiled linen	30	
	Blanket	120	
	Blanket, bath	18	
	Blanket, coloured	12	
	Blanket, cot	280	
	Bib, baby's	168	
	Binders, breast	18	
	Cap, operation	30	
	Case, pillow	270	
	Cloths, medicine	15	
	Cloths, serviette	90	
	Cloths, tray	60	
	Cloths, vomit	30	
	Counterpane	45	
	Cover, air ring	18	
	Cover, hot-water bottle	12	
	Cover, mattress	30	May be plastic.
	Cover, cot mattress	35	May be plastic.
	Gown, barrier, nurses	48	
	Gown, dressing, washable	18	
	Gown, operation	50	
	Gown, baby's	168	
	Jacket, bed	24	
	Napkin, baby's	1680	Turkish and muslin.
	Nightdress, patient's	20	
	Sheet	230	
	Sheet, draw	230	
	Sheet, cot	336	
	Sheet, abdominal	3	
	Sheet, mortuary	5	
	Socks, baby's pairs	28	
	Towel, bath	45	
	Towel, bath, baby's	90	
	Towel, hand	100	
	Towel, hand, huckaback	60	
	Vest, baby's	168	
	Wrap, baby's	280	
			NOTE: If operating theatre is planned *en suite*, see Operating Theatre Departmental Items on page 57 for linen.
	Cost Guide	£1,625	
(*b*) *General items*			
Group I:	Directional signs, door labelling/numbering	As required	
	Incinerators for toilets	As required	
Group IIa:	First aid fire-fighting equipment (e.g. hose-reels, extinguishers, buckets, etc.)	As required	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb:	Carpet or rugs	As required	These will vary according to local circumstances.
	Curtain, window	As required	
	Stand, infusion	3	
Group III:	Air ring, rubber	6	
	Apron, plastic	3	
	Apron, mackintosh, antistatic	6	
	Apron, mackintosh, light (for bathing babies)	6	
	Blanket, electric	2	Should be electrically and mechanically safe. B.S. 3456: A.4.
	Blanket, electric, infant's size	2	
	Bottle, hot water	6	B.S. 1970
	Bowl, fruit	28	For patients' lockers.
	Clipper, hair	1	
	Clipper, nail	2	

	Quantity	*Notes*
Basic List		
(*b*) *General items* (*continued*)		
Group III: Comb, dressing	3	
(*contd.*) Comb, fine	2	
Cot, baby's, and stand	2	Reserve stock.
Cover, pillow, plastic	30	
Cradle, bed	6	For central pool store.
Container, water, covered	30	For patients' lockers.
Dropper, medicine	2	
Elevator, bed	1	If required.
File, nail	2	
Footstool	6	
Glass, medicine	20	B.S. 3221.
Hammer, patella	1	
Inhaler	2	
Ladder, step	1	
Lamp, inspection, portable	1	
Machine, personal weighing, chair type	1	
Mask, face	90	Disposable items may be preferred.
Mattress, cot	2	Reserve stock.
Measure, minim	2	
Measure, tape, 72 in.	1	
Mirror, head	1	
Ophthalmoscope	1	
Pillow	30	Additional to allocation of three per bed in ward.
Pole, lifting, and handle	10	
Pump, breast, electric	1	If required.
Shells, Wallers	4	
Shield, nipple	4	
Sphygmomanometer	2	B.S. 2744. On trolley if required.
Stethoscope	2	
Stethoscope, foetal	2	
Stripper, bed	2	
Thermometer, lotion	2	
Thermometer, rectal	2	
Thermometer, room	4	
Tooth mug	36	
Tray, patient's	28	For patients' lockers.
Tumbler	30	For patients' lockers
		NOTE: It has been assumed that oxygen and suction will normally be available and that a central reserve of portable suction units, oxygen apparatus, etc., will be held elsewhere in the hospital, convenient for general use.
Cost Guide (excluding Group I)	£480	
Additional List		
Group IIb: Tent, oxygen	1	If required where, because of the situation of the Maternity Department, a tent would not be easily obtainable on loan in an emergency.
Cost Guide (additional list)	£250	

		Notes
Basic List		
(*c*) *Central Sterile Supply Department items*		The list is intended to give an indication of the type of items which it has been assumed will be obtained from the Central Sterile Supply Department. The cost of these will be included under the Central Sterile Supply Department. Variation may be needed to meet local preferences.
Group III: Airways	B.S. 2927.	
Apparatus, continuous drainage		
Blades, scalpel	B.S. 2982.	
Bowls, lotion, with lids	B.S. 1823.	
Bowls, 7 in., for expressed breast milk		
Cannulae		
Catheters, various	B.S. 1695.	
Clips, gate		
Depressors, tongue		
Dishes, kidney	B.S. 1823.	
Extractors, mucus		
Forceps, artery		
Forceps, clip remover		
Forceps, dissecting, plain	B.S. 2821.	
Forceps, dissecting, toothed		
Forceps, dressing		
Forceps, sinus	B.S. 3354.	
Forceps, sponge holding	B.S. 3039.	
Forceps, tongue		
Funnels, various		
Gag, mouth, adult size		
Gallipots	B.S. 1823.	
Handles, scalpel		
Holders, clip		
Holders, needle		
Introducers, catheter, silver		
Jugs		
Masks, B.L.B.		
Masks, oxygen inhalation		
Needles, aneurysm		
Measures, graduated		
Mugs, sputum		
Probes, silver		
Proctoscope		
Razors, safety		
Scissors, dressing		
Scissors, stitch		
Sets, cardiac arrest		
Sets, cutting down		
Sets, spinal manometer		
Sets, tracheotomy		
Shears, dressing		
Spectacles, Tudor Edwards		
Specula, gynaecological		
Spigots		
Syringes, bladder		
Syringes, hypodermic, various sizes		
Syringes, insulin	B.S. 1619.	
Syringes, tuberculin		
Towels, dressing		
Trays, instrument	B.S. 1823	
Tubes, various		
Tubes, test	B.S. 3218.	
Tubing, rubber, various bores	B.S. 1882.	
Undines		

(*e*) LABOUR SUITE

(i) *Day room*

		Quantity	Notes
Basic List			
Group I:	Clock, electric	1	
	Fire, electric, luminous	1	
	G.P.O. telephone socket outlet	1	If required.
	Socket outlet, twin	1	
	Aerial connections, television and radio	As required	
	Storage	As required	This may take the form of cupboards, shelves or a bookcase. Alternatively a bookcase should be included in Group IIb.
	Patient/nurse call system	1	
Group IIb:	Chair	6	Semi-easy and upright.
	Stool, foot	3	
	Table, dining	1	
	Table, occasional	1	
Group III:	Bin, waste paper	1	
	General decorative features	As required	
	Cost Guide (excluding Group I)	£70	
Additional List			
Group IIb:	Bookcase	1	If fixed bookcase is not provided.
	Cost Guide (additional list)	£15	

(ii) *First stage room*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Towel rail	1	For patient's towel.
	Clock, electric	1	With sweep second hand.
	Mirror	1	
	Shield or curtain fitting for door panel	1	For patient's privacy.
	Bedhead light	1	
	Night lighting	As required	
	Patient call/radio bedhead unit with re-set switch	1	
	Lamp, adjustable	1	Ceiling or wall mounted.
	Shelf, hinged	1	For note-taking.
	Piped oxygen and suction connectors	As required	Where piped system is available.
	Socket outlet, twin	1	
	Socket outlet (X-ray apparatus)	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
	Wall fitting for thermometer	1	
Group IIb:	Bedstead, hospital type	1	B.S. 1682. Should be mobile, with suitable castors, and incorporate a standard range of features.
	Bin, disposal, for paper towels	1	
	Chair, semi-easy, arm	1	
	Chair, upright, small	1	
	Cupboard, hanging, small	1	If required a small lockable hanging cupboard above the hinged shelf may be provided to contain small loose equipment.
	Locker, bedside	1	B.S. 1765.
	Machine, analgesic	1	
	Mattress	1	B.S. 1818 or 1819 or 3093.
	Pillow	3	Additional provision in Departmental Items, page 51.
	Table, overbed	1	B.S. 2438. Fixed, adjustable or cantilever type.
Group III:	Bowl, plastic	1	
	Bin, waste paper	1	
	Sphygmomanometer, wall type	1	B.S. 2744.
	Stethoscope	1	
	Stethoscope, foetal	1	
	Thermometer, clinical, and holder	1	B.S. 691.
	Cost Guide (excluding Group I)	£230	
Additional List			
Group III:	Holder, chart	1	
	Cost Guide (additional list)	£1	

(*e*) LABOUR SUITE (continued)

(iii) *Patients' sanitary facilities*

		Quantity	Notes
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Grab rails	2	
	Towel rail	1	
	Hook, clothes	1	
	Patient/nurse call system	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	

(iv) *Sluice* (*incorporating test room*)

The test room may take the form of an alcove or bay adjacent to the sluice room, when the items marked * will be required in the alcove.

		Quantity	Notes
Basic List			
Group I:	Bedpan washer and disinfector with automatic control	1	
	Sink, flushing, with slab	1	
	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Storage, cupboard	1	For sputum and vomit containers.
	Storage, cupboard, ventilated	1	For urine and stool specimens.
	*Racks, drainage	As required	For test tubes.
	Cabinet, bedpan, heated	1	
	*Worktop	1	Acid-resistant surface.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, pedal operated	3	*One to test room where this is separated.
	Bin, disposal, for paper towels	1	
	*Cabinet, urine test, complete	1	
Group III:	Bedpan	6	B.S. 2588.
	Bowl, vomit	6	
	Cost Guide (excluding Group I)	£45	

(*e*) LABOUR SUITE (continued)

(v) *Delivery room*

Where there is no operating theatre one delivery room should be planned so that it can be used for occasional Caesarian section, requiring a separate scrub-up room and anaesthetic room. Where scrub-up facilities are provided within the delivery room they should be separated from the main part of the room by a glazed screen.

		Quantity for delivery room	*Quantity for delivery room planned for use for Caesarian section*	*Notes*
Basic List				
Group I:	Trough with two positions, elbow action taps and glazed slab and shelf	1	—	
	Trough with three positions, elbow action taps and glazed slab and shelf	—	1	
	Clock, electric	1	1	With sweep second hand.
	Illuminator, X-ray film	1	1	
	Shelf	1	1	For note-taking.
	Light, operating	—	1	Ceiling mounted.
	Light, overhead, adjustable ..	1	—	
	Piped oxygen and suction connectors..	2	2	Where piped system is available.
	Socket outlet, twin	2	As required	Sparkless type.
	Socket outlet, extra low voltage ..	—	As required	
	Socket outlet, X-ray apparatus ..	1	1	
	Patient/nurse call system	1	—	
	Dispenser, soap	1 or 2	2 or 3	
Group IIa:	Dispenser, nail brush	1	1	
	Dispenser, towel	1	1	B.S. 1439.
	Wall fitting for sphygmomanometer	1	1	
Group IIb:	Bed, obstetric	1	1*	*Capable of use as operating table.
	Cot, baby's, and stand	1	1	
	Kickabout	2	2	
	Lamp, shadowless, adjustable ..	1	1	Portable.
	Locker, bedside	1	1	B.S. 1765.
	Machine, analgesic	1	1	
	Mattress, bed	1	1	
	Mattress, cot	1	1	
	Pillow	3	3	
	Rack, swab	—	1	
	Shelf, table, or trolley for baby resuscitation	1	1	
	Stand, baby bath	1	1	
	Stand, bowl, double	1	1	B.S. 3475.
	Stand, bowl, single	—	2	B.S. 3475.
	Stand, drip	1	1	If wall or bed fitting not provided.
	Stool, anaesthetist's	1	1	B.S. 3622.
	Trolley	2	3	
Group III:	Bath, baby	1	1	
	Sphygmomanometer, wall type ..	1	1	B.S. 2744.
	Stethoscope	1	1	
	Stethoscope, foetal	1	1	
	Cost Guide (excluding Group I)	£715	£975	

(*e*) LABOUR SUITE (continued)

(v) *Delivery room* (continued)

		Quantity	Notes
Anaesthetic room			
Basic List			
Group I:	Sink, with drainer	1	
	Worktop	As required	
	Storage	As required	High level cupboards should be provided for storage of materials and instruments.
	Cupboard, medicines and lotions, lockable	1	To accommodate medicine trolley and also for Schedule I poisons and reserve stock.
	Piped oxygen and suction connectors	As required	Where piped system is available.
	Cupboard, D.D.A. with internal lighting	1	B.S. 2881.
	Dispenser, soap	1	
	Lamp, adjustable	1	Ceiling or wall mounted.
	Socket outlet, twin	1	Sparkless type.
	Signal warning light	1	Over entrance door.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Kickabout	1	
Group III:	Apparatus, anaesthetic	1	
	Sphygmomanometer, table mounting	1	B.S. 2744. Oxygen cylinder operated.
	Stethoscope	1	
	Cost Guide (excluding Group I)	£350	

(vi) *Clean utility room*

		Quantity	Notes
Basic List			
Group I:	Worktop	As required	With space below for trolley storage.
	Storage, cupboard, lockable, with drawers and shelves	20 cu. ft.	For lotions, etc.
	Storage for sterile packs	As required	Shelves or parking space for trolleys.
	Basin, lavatory, with elbow action taps	1	
	Dispenser, soap	1	
	Cupboard, heated	1	For warming solutions, dressings and linen for immediate post-delivery use.
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Refrigerator, small	1	For storage of drugs.
	Trolley, dressing	3	B.S. 3236. 18 in. × 18 in.
	Cost Guide (excluding Group I)	£85	
Additional List			
Group IIa:	Dispenser, syringe	1	
	Cost Guide (additional list)	£9	

(*e*) LABOUR SUITE (continued)

(vii) *Sink room*

		Quantity	Notes
Basic List			
Group I:	Sink and drainer	1	
	Slop hopper	1	
	Worktop	As required	Storage cupboards under.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, pedal operated	3	
	Bin, disposal, for paper towels	1	
	Hose, flexible	As required	
	Stand, glove drying	2	
	Trolley, linen	4	Two for foul linen.
Group III:	Bucket, mop	1	
	Bucket, plastic	3	
	Mop, floor	1	
	Cost Guide (excluding Group I)	£30	
Additional List			
Group IIb:	Refrigerator	1	For still-births if mortuary facilities not available.
	Cost Guide (additional list)	£22 10s.	

(viii) *Linen bay*

Where the labour suite is combined with the wards this room will not be required.

		Quantity	Notes
Basic List			
Group I:	Storage, cupboard(s) to accommodate trolleys	As required	With suitable facilities for reaching high shelves if required.
	Racking, high level, within cupboard	As required	
Group IIb:	Trolley, clean linen	2	
	Cost Guide (excluding Group I)	£40	

(ix) *Equipment store*

		Quantity	Notes
Basic List			
Group I:	Storage, cupboard	As required	
	Racking	As required	
	Cost Guide (excluding Group I)	£—	

(*e*) LABOUR SUITE (continued)

(x) *Sister's office*

Where the labour suite is combined with the wards this room will not be required.

		Quantity	*Notes*
Basic List			
Group I:	Mirror	1	
	Clock, electric	1	
	Telephone	1	
	Hook, clothes	2	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Chair, desk	1	
	Chair, semi-easy	1	
	Chair, upright, small	2	
	Cupboard	1	Lockable, 6 ft. × 3 ft.
	Desk	1	
	Table, side, small	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£70	
Additional List			
Group I:	Board, notice	1	
Group IIb:	Cabinet, filing, 2-drawer	1	
	Cost Guide (additional list, excluding Group I)	£8	

(xi) *Duty room*

Where the labour suite is combined with the wards, this room will not be required.

		Quantity	*Notes*
Basic List			
Group I:	Sink, medicine, with elbow action taps	1	Laboratory type, with gooseneck taps, sink fitted into worktop.
	Tap, drinking water	1	
	Dispenser, soap	1	
	Patient/nurse call indicator	1	
	Cupboard, D.D.A., with internal lighting	1	B.S. 2881.
	Cupboard, medicines and lotions, lockable	1	To accommodate medicine trolley and also for Schedule I poisons and reserve stock.
	Telephone	1	With suitable bell and light for day and night use.
	Hooks, gown	As required	
	Clock, electric	1	
	Board, notice	1	
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chair, upright, small	2 or 3	
	Desk	2	Alternative provision would be a built-in counter under Group I.
	Illuminator, X-ray film, portable	1	
	Trolley, medicine	1	
	Trolley, patients' records, plus diagnostic set	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Rack, stationery	2	Unless incorporated in the desk or counter fitting.
	Torch, hand, electric	2	
	Cost Guide (excluding Group I)	£120	

(*e*) LABOUR SUITE (continued)

(xii) *Doctors' room*

Where the labour suite is combined with the wards, this room will not be required.

		Quantity	Notes
Basic List			
Group I:	Mirror	1	
	Clock, electric	1	
	Telephone	1	
	Hook, clothes	2	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Cabinet, filing, 2-drawer	1	
	Chair, desk	1	
	Chair, upright, small	2	
	Cupboard, stationery	1	
	Desk	1	
	Divan	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£90	

(xiii) *Changing rooms*

Equipment is listed on a unit basis. Reference should be made to Hospital Building Note No. 21 for the scale of provision.

		Quantity	Notes
Basic List			
Group I:	Mirror, long	As required	
	Shelf, small	As required	
Group IIb:	Locker, with hanger and shelf	As required	Ventilated.
Adjoining each changing room			
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	W.C. suite	1	
	Shower	1	Shoulder height.
	Dispenser, soap	1	
	Hook, clothes	As required	
	Toilet paper fitting	1	
	Mirror	1	
	Shelf	1	
	Fitment, curtain	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Curtains, for showers	As required	
	Cost Guide (excluding Group I)	£5	Plus £5 per locker.
Additional List			**Cost Guide** (additional list)
Group IIb:	Dispenser, sanitary towels	1	£10 10s.
	Bin, pedal operated (or paper sack holder)	1	£1 10s.

(xiv) *Trolley space*

The following items are for storage and use within the labour suite as distinct from any central pool.

		Quantity	Notes
Basic List			
Group IIb:	Wheelchair	3	
	Cost Guide (excluding Group I)	£55	

(*e*) LABOUR SUITE (continued)

(xv) *Pantry*

Where the labour suite is combined with the wards, this room will not be required.

		Quantity	*Notes*
Basic List			
Group I:	Boiling ring, double	1	
	Storage, lockable	32 cu. ft.	
	Sink and double drainer	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Socket outlet	As required	With indicating lights.
	Patient/nurse call system	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
	Dispenser, tea-towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels and tea-towels	1	
	Refrigerator, small	1	
	Toaster, electric	1	B.S. 3456: A.5.
	Trolley, service, general purpose	1	
Group III:	Basket, sink, or tea strainer	1	
	Board, bread	1	
	Bowl, sugar, large	2	
	Broom, soft	1	
	Brush, nail, and container	1	
	Bucket, plastic	1	
	Bucket, mop	1	
	Container, coffee	1	
	Container, sugar	1	
	Container, tea	1	
	Cover, food, plastic	1	
	Cup, tea	12	
	Cup, egg	6	
	Dish, butter	1	
	Dispenser, milk	1	
	Dispenser, sugar	1	
	Dustpan	1	
	Holder, paper sack	1	
	Jug, milk, individual	12	
	Jug, milk, 1 pint	1	
	Jug, milk, 2 pint	1	
	Jug, hot water, individual	12	
	Jug, hot water, 1 pint	1	
	Kettle, 3–4 pint	1	
	Kettle, 6 pint	1	
	Kettle, electric	1	
	Knife	2	
	Knife, bread	1	
	Mop	1	
	Opener, bottle	1	
	Opener, tin	1	
	Plate, tea	12	
	Pot, tea, individual	12	
	Pot, tea, 2 pint	3	
	Saucer	12	
	Saucepan, double, aluminium, 4 pint	1	
	Spoon, tea	12	
	Strainer, coffee	1	
	Table	1	
	Tongs, food service pairs	2	
	Tray	6	
	Tray, food, plastic	3	
	Tumbler	12	
	Tin, storage, biscuits	1	
	Tin, storage, cakes	1	
	Cost Guide (excluding Group I)	£95	

(*e*) LABOUR SUITE (continued)

(xvi) *Cleaners' room*

Where the labour suite is combined with the wards, this room will not be required.

		Quantity	Notes
Basic List			
Group I:	Bucket sink	1	
	Drainer or worktop	1	At working height for washing of cloths, etc.
	Racks, pegs or hooks	As required	For implements.
	Storage	18 cu. ft.	For day-to-day stock of cleaning materials, etc.
Group IIb:	Trolley, domestic, small	2	
	Holder, paper sack	1	
Group III:	Cleaner, vacuum	1	B.S. 3028.
	Scrubber/polisher, electric	1	B.S. 3456: B.9.
	Cleaning utensils	As required	
	Cost Guide (excluding Group I)	£150	
Additional List			
Group III:	Wet/dry suction machine	1	If required.
	Cost Guide (additional list)	£75	

(*e*) LABOUR SUITE (continued)

DEPARTMENTAL ITEMS

Generally, items are shown throughout the lists in rooms where they will normally be found in the Department. In addition, the items set out below relate to the labour suite as a whole, listed under (*a*) linen, (*b*) general items and (*c*) Central Sterile Supply Department items.

The items under (*a*) will probably be supplied from the Central Linen service. For the purpose of this Note the quantities have been included in the Departmental Items for the ward unit, but the total quantities held in the central linen department will depend on various factors.

The items under (*b*) are also for general guidance, as the needs of the unit will vary slightly with local practice.

The items listed under (*c*) will be obtained from the Central Sterile Supply Department. Therefore an assessment of the basic requirements (and cost) for a labour suite has not been made, but quantities will be shown in the Equipment Note for a C.S.S.D. in due course. The list is intended to give an indication of the type and variety of items which it has been assumed will be obtained from the C.S.S.D. The cost of these will also be included under the C.S.S.D.

		Quantity	Notes
Basic List			
(*a*) *Linen*			
Group III:	Blanket		Included in Ward Unit Departmental Items, p. 40
	Bag, soiled linen		
	Gown, dressing, washable		
	Pillow case		
	Sheet		
(*b*) *General items*			
Group I:	Directional signs, door labelling/numbering	As required	
Group IIa:	First aid fire-fighting equipment (e.g. hose-reels, extinguishers, buckets, etc.)	As required	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb:	Carpet	As required	These will vary according to local circumstances.
	Rug	As required	
	Curtain, window	As required	
	Oxygen flowmeter and gauge	2	
	Suction unit	1	
Group III:	Apron, plastic	6	Anti-static where applicable.
	Boots pairs	6	Anti-static.
	Bucket	1	With lid.
	Container, still-born baby	1	
	Cover, mattress	2	
	Cover, mattress, cot	2	
	Holder, chart	2	
	Pump, rotary, for pressure transfusion	2	
	Scales, baby	As required	One to each two delivery rooms.
	Sphygmomanometer	1	B.S. 2744.
	Trolley, anaesthetic	As required	One to each two delivery rooms.
	Cost Guide (excluding Group I)	£180	
Additional List			
Group III:	X-ray apparatus, portable	1	Supplied by the Diagnostic X-ray Department.

		Notes
(*c*) *Central Sterile Supply Department items*		
Adaptors, syringe		The list is intended to give an indication of the type of items which it has been assumed will be obtained from the Central Sterile Supply Department. The cost of these will be included under the Central Sterile Supply Department. Variations may be needed to meet local preferences.
Airways, anaesthetic	B.S. 2927.	
Bowls, lotion	B.S. 1823.	
Catheters	B.S. 1695.	
Connections		
Connectors, endotracheal tubes		
Depressors, tongue		
Dishes, kidney	B.S. 1823.	
Extractors, mucus		
Forceps, artery		
Forceps, bowl	B.S. 3204.	
Forceps, Cheatle	B.S. 2905.	
Forceps, delivery		
Forceps, dissecting, toothed		
Forceps, dissecting, non-toothed	B.S. 2821.	
Forceps, tongue		
Gags, mouth, adult		
Gallipots	B.S. 1823.	
Harness, head		
Holders, forceps, Cheatle		
Holders, ligature		
Holders, needle		
Jars		
Jugs		
Laryngoscopes		
Laryngoscopes, infant's		
Masks, anaesthetic		
Needles, hypodermic		
Needles, intramuscular		
Needles, transfusion		
Scissors		
Specula		
Syringes		
Tubes, endotracheal, adult's	B.S. 3487.	
Tubes, endotracheal, infant's	B.S. 3487.	
Tubes, endotracheal, cuffed	B.S. 3487.	
Tubing, rubber	B.S. 1882.	

(*f*) OPERATING THEATRE SUITE

(i) *Theatre*

		Quantity	*Notes*
Basic List			
Group I:	Illuminator, X-ray film, double type ..	1	
	Suction connector	2	Where piped system is available.
	Clock, electric	1	With sweep second hand.
	Light, operating	1	Ceiling mounted.
	Socket outlet	As required	Sparkless type.
	Socket outlet, extra low voltage	As required	Sparkless type.
	Socket outlet (X-ray apparatus)	As required	Sparkless type.
Group IIb:	Cot, baby's, and stand	1	
	Footstool, surgeon's	1	
	Kickabout	2	
	Mattress, baby's cot	1	
	Platform, one step	2	
	Rack, swab	1	
	Stand, bowl, double	1	B.S. 3475.
	Stand, bowl, single	2	B.S. 3475.
	Stand, drip	1	
	Stool, surgeon's	3	B.S. 3622.
	Sucker, electric	1	
	Suction pump	1	
	Table, instrument	1	
	Table, operating	1	
	Trolley, dressing	3	B.S. 3236.
	Trolley, instrument	1	
	Trolley, resuscitation	1	
Group III:	Giving set	2	
	Hygrometer, room	1	
	Pump, rotary, for pressure transfusion ..	1	
	Scales, baby's	1	
	Sphygmomanometer	2	B.S. 2744.
	Stand, irrigator with 1 gallon cylindrical glass reservoir	1	
	Stethoscope	2	
	Stethoscope, foetal	2	
	Thermometer, room	1	
	Cost Guide (excluding Group I)	£1,200	

(*f*) OPERATING THEATRE SUITE (continued)

(ii) *Anaesthetic room*

		Quantity	Notes
Basic List			
Group I:	Sink, with elbow action taps	1	
	Drainer	1	
	Dispenser, soap	1	
	Worktop	As required	
	Storage, cupboard, high level	As required	
	Heated cupboard	1	For warming solutions and dressings.
	Cupboard, medicines and lotions, lockable	1	To accommodate medicine trolley and also for Schedule I poisons and reserve stock.
	Cupboard, D.D.A., with internal lighting	1	B.S. 2881.
	Clock, electric	1	
	Lamp, adjustable	1	Ceiling or wall mounted.
	Piped oxygen and suction connectors	As required	Where piped system is available.
	Socket outlet, single	1	Sparkless type.
	Signal warning light	1	Over entrance door.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Kickabout	1	
	Machine, analgesic	1	
	Stool, anaesthetic	1	With anti-static seat pad. B.S. 3622.
	Suction unit	1	
	Trolley, anaesthetic	1	
Group III:	Apparatus, anaesthetic	1	
	Sphygmomanometer, table mounting	1	Oxygen cylinder operated. B.S. 2744.
	Stethoscope	1	
	Stethoscope, foetal	1	
	Cost Guide (excluding Group I)	£560	

(iii) *Sterile supply room*

		Quantity	Notes
Basic List			
Group I:	Storage, shelves	As required	
	Cupboard, lotion, heated	As required	
	Worktop	As required	
	Cost Guide (excluding Group I)	£—	

(iv) *Sink room*

		Quantity	Notes
Basic List			
Group I:	Sink	1	
	Sink, slop and drainer	1	
	Worktop	As required	
Group IIb:	Holder, paper sack	2	
	Bin, pedal operated	2	
Group III:	Bucket, mop	1	
	Mop, floor	1	
	Cost Guide (excluding Group I)	£15	

(*f*) OPERATING THEATRE SUITE (continued)

(v) *Scrub-up and gowning area*

		Quantity	*Notes*
Basic List			
Group I:	Surgeon's wash trough, with elbow action taps	1	With three scrub-up positions.
	Dispenser, soap	3	
Group IIa:	Dispenser, nail brush	1	
	Dispenser, towel	1	B.S. 1439.
	Dispenser, disposable masks	1	
Group IIb:	Trolley, instrument	2	
Group III:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Cost Guide (excluding Group I)	£60	

(vi) *Changing room(s)* (*See note on page 56)

		Quantity	*Notes*
Basic List			
Group I:	Bench, low, wall-fitted	As required	For shoe changing.
	Mirror, long	As required	
	Shelf, small	As required	
Group IIb:	Locker, with hanger and shelf	As required	Ventilated.
Adjoining each changing room			
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	W.C. suite	1	
	Shower	1	Shoulder height.
	Dispenser, soap	1	
	Hook, clothes	As required	
	Toilet paper fitting	1	
	Mirror	1	
	Shelf	1	
	Fitment, curtain	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Curtains for shower cubicle..	As required	
	Cost Guide (excluding Group I)	£5	Plus £5 per locker.
Additional List			**Cost Guide** (additional list)
Group IIb:	Dispenser, sanitary towels	1	£10 10s.
	Bin, pedal operated (or paper sack holder)	1	£1 10s.

(*f*) OPERATING THEATRE SUITE (continued)

(vii) *Sister's office**

		Quantity	Notes
Basic List			
Group I:	Mirror	1	
	Clock, electric	1	
	Telephone	1	
	Hook, clothes	2	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Chair, desk	1	
	Chair, semi-easy	1	
	Chair, upright, small	2	
	Cupboard	1	Lockable, 6 ft. × 3 ft.
	Desk	1	
	Table, side, small	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£70	
Additional List			
Group I:	Board, notice	1	
	Cost Guide (additional list excluding Group I)	£—	

(viii) *Equipment store**

		Quantity	Notes
Basic List			
Group I:	Storage	As required	
	Cost Guide (excluding Group I)	£—	

(ix) *Cleaners' room**

		Quantity	Notes
Basic List			
Group I:	Bucket sink	1	
	Drainer or worktop	1	At working height for washing of cloths, etc.
	Racks, pegs or hooks	As required	For implements.
	Storage, cupboard	18 cu. ft.	For day-to-day stock of cleaning materials, etc.
Group IIb:	Trolley, domestic, small	2	
	Holder, paper sack	1	
Group III:	Cleaner, vacuum	1	B.S. 3028.
	Scrubber/polisher, electric	1	B.S. 3456: B.9.
	Cleaning utensils	As required	
	Cost Guide (excluding Group I)	£150	
Additional List			
Group III:	Wet/dry suction machine	1	If required.
	Cost Guide (additional list)	£75	

* Where the operating theatre suite is planned with a centralised labour suite these rooms can be combined and shared.

(*f*) OPERATING THEATRE SUITE (continued)

DEPARTMENTAL ITEMS

Generally, items are shown throughout the lists in rooms where they will normally be found in the Department. In addition, the items set out below relate to the operating theatre suite as a whole, listed under (*a*) linen, (*b*) general items and (*c*) Central Sterile Supply Department items.

The items under (*a*) will probably be supplied from the Central Linen service and quantities shown (and cost) are intended to give guidance on the requirements of an operating theatre suite, but the total quantities held in the Central Linen Department will depend on various factors.

The items under (*b*) are also for general guidance, as the needs of the suite will vary slightly with local practice.

The items listed under (*c*) will be obtained from the Central Sterile Supply Department. Therefore an assessment of the basic requirements (and cost) for an operating theatre suite has not been made, but quantities will be shown in the Equipment Note for a C.S.S.D. in due course. The list is intended to give an indication of the type and variety of items which it has been assumed will be obtained from the C.S.S.D. The cost of these will also be included under the C.S.S.D.

		Quantity	*Notes*
Basic List			
(*a*) *Linen*			
Group III:	Blanket	18	
	Canvas, stretcher	12	
	Dress, nurse's	12	
	Gown, patient's	20	
	Gown, surgeon's	50	
	Leggings, lithotomy .. pairs	10	
	Pillow case	12	
	Sheet	12	
	Sheet, abdominal	15	
	Sheet, draw	24	
	Towel, bath	6	
	Towel, hand	18	
	Towel, perineal	10	
	Towel, surgical	72	
	Towel, trolley	36	
	Trousers, surgeon's .. pairs	12	
	Vest, surgeon's	12	
	Cost Guide	£255	
(*b*) *General items*			
Group I:	Directional signs, door labelling/numbering	As required	
Group IIa:	First aid fire-fighting equipment (e.g. hose-reels, extinguishers, buckets, etc.)	As required	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb:	Stand, transfusion	1	If no built-in fitment provided.
Group III:	Inclined plane	1	
	Ophthalmoscope	1	
	Splint	1	For blood transfusion.
	Cost Guide (excluding Groups I and IIa)	£15	
Additional List			**Cost Guide** (additional list)
Group III:	Cardiac resuscitation equipment	As required	£80.

(*f*) OPERATING THEATRE SUITE (continued)

DEPARTMENTAL ITEMS (continued)

The following is a list of instruments intended to give an indication of the type of items which it has been assumed will be obtained from the Central Sterile Supply Department. The cost of these will be included under the Central Sterile Supply Department. It is appreciated that the types of instruments required will depend on individual preference and the types shown are intended to act only as a basic check list.

	Notes
(*c*) *Central Sterile Supply Department items*	
Bladder sounds	
Bowls	Stainless steel, various sizes. B.S. 1823.
Catheters	B.S. 1695.
Cephalotribe	If required.
Container, forceps	
Curettes, blunt	
Curettes, flushing	If required.
Dilators, cervical	
Dishes, kidney	Stainless steel, various sizes. B.S. 1823.
Dishes, instrument	Stainless steel with lid.
Extractors, mucus	Mechanical type if required.
Extractors, vacuum	
Forceps, amniotomy	
Forceps, Cheatle	B.S. 2905.
Forceps, obstetric	
Forceps, ovum	
Forceps, artery	
Forceps, uterine packing	
Forceps, vulsellum	
Gallipots	B.S. 1823.
Hooks, breach	If required.
Insufflators	
Introducers, catheter	
Jars, catgut	
Jugs, graduated	Stainless steel.
Laryngoscopes	
Measures, graduated	Stainless steel.
Perforators, skull	If required.
Resuscitators	
Scissors, embriotomy	If required.
Scissors	Assorted.
Specula, gynaecological	
Syringes	
Tracheotomy set	
Trays, instrument	Stainless steel. B.S. 1823.
Tubes, endotracheal	B.S. 3487.
Undines	
Uterine sounds	
Cutting-down set	
Adaptors, syringe	
Blades, scalpel	B.S. 2982.
Cannulae	
Forceps, dissecting, toothed	
Forceps, dissecting, non-toothed	B.S. 2821.
Forceps, mosquito	B.S. 3246.
Forceps, artery	
Handles, scalpel	
Needles, aneurism	
Needles, hypodermic	Various sizes.
Needles, suture	
Scissors, stitch	
Syringes, hypodermic	Various sizes.
Caesarian section	
Blades, scalpel	B.S. 2982.
Catheters	B.S. 1695.
Catheters, silver	
Clip holders	
Clips, towel	
Dissectors	
Forceps, Kochers, curved	
Forceps, Kochers, straight	
Forceps, dissecting, large, toothed	
Forceps, dissecting, large, non-toothed	B.S. 2821.
Forceps, Green Armytage	
Forceps, tissue	
Forceps, obstetric	
Forceps, sinus	B.S. 3354.
Forceps, skin, approximating	
Forceps, artery	
Forceps, Willett's	
Handles, scalpel	

(*f*) OPERATING THEATRE SUITE (continued)

DEPARTMENTAL ITEMS (continued)

	Notes
Basic List	
Caesarian section (contd.)	
Holders, needle	
Holders, sponge	
Needles, aneurism	
Needles, hypodermic	Various sizes.
Probes and directors	
Retractors, wound	
Scissors	Various.
Specula, gynaecological	
Spoons	
Suction ends and tubing	
Syringes, hypodermic	
Forceps delivery	
Breakers, catgut	
Catheters	
Clips, towel	
Forceps, dissecting, toothed	
Forceps, dissecting, non-toothed	B.S. 2821.
Forceps, Kochers	
Forceps, tissue	
Forceps, artery	
Forceps, vulsellum	
Holders, needle	
Holders, sponge	
Retractors, bladder	
Scissors	Various.
Syringes, hypodermic	Various sizes.
Resuscitation tray for babies	
Extractors, mucus	
Forceps, container	
Forceps, dissecting, non-toothed	B.S. 2821.
Funnels, oxygen, for babies	If required.
Needles, hypodermic	
Scissors	
Syringes	Various.
Anaesthetic equipment	
Airways	B.S. 2927.
Catheters	B.S. 1695.
Connections	
Depressors, tongue	
Face pieces	Various sizes.
Forceps	Various.
Gags, mouth, adult	
Harness, head	
Laryngoscopes, infant's	
Laryngoscopes, adult's	
Tubes, endotracheal, cuffed and plain	B.S. 3487.
Tubing, rubber	B.S. 1882.

(*g*) SPECIAL BABY CARE UNIT

As stated in paragraphs (*g*) 135 and 136 of Hospital Building Note No. 21 the unit is likely to cater for 15 to 25 babies, according to the area served, with a maximum number of 6 cots in any one room. The equipment shown is based on 6 cots to each room with a total of 20 cots for the departmental items (page 70), i.e. one room each of (*g*) (i), (ii) and (iii) plus two observation or isolation rooms. The addition of a duplicate of any of these rooms will, therefore, entail a corresponding increase in departmental items as appropriate.

(i) *Hot room or incubator room*

		Quantity	*Notes*
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Hook, clothes	As required	
	Worktop	As required	
	Piped suction and oxygen connectors ..	As required	Where piped system is available.
	Glazing to form cubicles	As required	
	Socket outlet, twin	6	With neon type indicating lights. At each incubator/cot position.
	Nurse call system	As required	
	Night lighting	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chair	3	Or stool.
	Incubator, baby	6	B.S. 3061.
	Locker	6	
	Table, low, formica top	2	
	Trolley, dressing	2	B.S. 3236.
Group III:	Hygrometer, room	1	
	Stethoscope	6	
	Thermometer, room	1	
	Cost Guide (excluding Group I)	£1,790	

(ii) *Warm humidified room*

		Quantity	*Notes*
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Hook, clothes	As required	
	Worktop	As required	
	Piped suction and oxygen connectors ..	As required	Where piped system is available.
	Socket outlet, twin	6	With neon type indicating lights. At each incubator/cot position.
	Nurse call system	As required	
	Night lighting	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chair	3	
	Cot, baby's, and stand	6	Incorporating storage.
	Mattress, cot	6	
	Table, low	2	B.S. 3236. With impervious surface.
	Trolley, dressing	2	
Group III:	Hygrometer, room	1	
	Thermometer, room	1	
	Cost Guide (excluding Group I)	£185	

(*g*) SPECIAL BABY CARE UNIT (continued)

(iii) *Cool room*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Hook, clothes	As required	
	Worktop	As required	
	Piped suction and oxygen connectors ..	As required	Where piped system is available.
	Socket outlet, twin	6	With neon type indicating lights. At each incubator/cot position.
	Nurse call system	As required	
	Night lighting	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bath, baby's, and stand	6	If required.
	Bin, disposal, for paper towels	1	
	Chair	3	
	Cot, baby's, and stand	6	Incorporating storage.
	Mattress, cot	6	
	Table, low	2	B.S. 3236. With impervious surface.
	Trolley, dressing	2	
Group III:	Hygrometer, room	1	
	Thermometer, bath	1	
	Thermometer, room	1	
	Cost Guide (excluding Group I)	£255	

(iv) *Observation or isolation room*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Piped oxygen and suction connectors ..	As required	Where piped system is available.
	Hook, clothes	As required	
	Worktop	As required	
	Socket outlet, twin	1	With neon type indicating lights. At incubator/cot position.
	Nurse call system	As required	
	Night lighting	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chair	1	
	Cot, baby's, and stand	1	Incorporating storage.
	Mattress, cot	1	
	Table, low	1	B.S. 3236. With impervious surface.
	Trolley, dressing	1	
Group III:	Bath, baby, and stand	1	Suitable for sterilisation, may be Group I if required.
	Hygrometer, room	1	
	Thermometer, bath	1	
	Thermometer, room	1	
	Cost Guide (excluding Group I)	£80	

(*g*) SPECIAL BABY CARE UNIT (continued)

(v) *Utility room*

		Quantity	Notes
Basic List			
Group I:	Sink	1	
	Drainer	1	
	Storage	As required	
	Worktop	As required	
	Dispenser, soap	1	
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Holder, paper sack	1	
Group III:	Bucket	1	
	Cost Guide (excluding Group I)	£7	

(vi) *Treatment and transfusion room*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Piped oxygen and suction connectors	As required	Where piped system is available.
	Dispenser, soap	1	
	Clock, electric	1	With sweep second hand.
	Storage, cupboard	As required	For drugs and equipment.
	Illuminator, X-ray film	1	
	Spotlight, adjustable	1	Ceiling or wall mounted.
	Socket outlet, twin	2	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chair	2	
	Stool	1	For operator.
	Table	1	Suitable for treatment and transfusion.
	Trolley, dressing	2	B.S. 3236.
Group III:	Bin, pedal operated	1	
	Splint	1	
	Stethoscope	1	
	Cost Guide (excluding Group I)	£75	

(vii) *Clean utility room*

		Quantity	Notes
Basic List			
Group I:	Worktop	As required	With space below for trolley storage.
	Storage, cupboard, lockable, with drawers and shelves	20 cu. ft.	For lotions, etc.
	Storage for sterile packs	As required	I.e. shelves or parking space for trolleys.
	Basin, lavatory, with elbow action taps	1	
	Dispenser, soap	1	
	Cupboard, heated	1	For warming solutions and dressings.
	Hotplate	1	
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Refrigerator, small	1	For storage of drugs.
	Trolley, dressing	3	B.S. 3236. 18 in. × 18 in.
	Cost Guide (excluding Group I)	£85	
Additional List			
Group IIa:	Dispenser, syringe	1	
	Cost Guide (additional list)	£9	

(*g*) SPECIAL BABY CARE UNIT (continued)

(viii) *Dirty utility room*

		Quantity	Notes
Basic List			
Group I:	Worktop	1	The size will depend on whether C.S.S.D. trolleys are parked here to collect soiled articles.
	Shelving	As required	
	Sink with elbow action taps	1	
	Drainer	1	
	Dispenser, soap	1	
	Socket outlet, single	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	2	Or paper sack holder.
	Trolley, soiled linen	3	One for foul linen.
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£25	

(ix) *Linen room or bay*

The quantities of linen, blankets, etc., required for a 20-cot unit are shown separately in the list of Departmental Items, page 70.

		Quantity	Notes
Basic List			
Group I:	Storage, cupboard(s) to accommodate trolleys	As required	With suitable facilities for reaching high shelves if required.
	Racking, high level, within cupboard ..	As required	
Group IIb:	Trolley, clean linen	2	
	Cost Guide (excluding Group I)	£40	

(x) *Duty room*

		Quantity	Notes
Basic List			
Group I:	Sink, medicine, with elbow action taps ..	1	Laboratory type, with gooseneck taps, sink fitted into worktop.
	Tap, drinking water	1	
	Dispenser, soap	1	
	Patient/nurse call system	1	
	Cupboard, D.D.A., with internal lighting ..	1	B.S. 2881.
	Cupboard, medicines and lotions, lockable	1	To accommodate medicine trolley and also for Schedule I poisons and reserve stock.
	Telephone	1	With suitable bell and light for day and night use.
	Clock, electric	1	
	Board, notice	1	
	Socket outlet, twin	1	
	Audible alarm (incubators)	1	
	Nurse call system	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chair, upright, small	2 or 3	
	Desk	2	Alternative provision would be a built-in counter under Group I.
	Illuminator, X-ray film, portable	1	
	Trolley, medicine	1	
	Trolley, patients' records, plus diagnostic set	1	
Group III:	Bin, waste paper	1	
	Desk set	2	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Rack, stationery	2	Unless incorporated in the desk or counter fitting.
	Torch, hand, electric	2	
	Cost Guide (excluding Group I)	£120	

(*g*) SPECIAL BABY CARE UNIT (continued)

(xi) *Storage room for equipment*

		Quantity	Notes
Basic List			
Group I:	Storage	As required	
	Cost Guide (excluding Group I)	£—	

(xii) *Demonstration room*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Storage, cupboard	As required	
	Hotplate	1	For demonstration of baby-food preparation.
	Dispenser, soap	1	
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chalkboard	1	May be wall-fitted if required.
	Chair, desk	1	
	Chair, nursing	3	
	Cot, baby's, and stand	1	
	Kettle, electric	1	B.S. 3456: A.3. If required.
	Mattress, cot	1	
	Rack, clothes	1	For clean baby linen.
	Stand, baby bath	1	
	Table	1	
Group III:	Bath, baby	1	
	Bin, pedal operated	3	For soiled clothes, dressings and napkins.
	Brush, nail, and container	1	
	Container, soap	1	
	Scales, baby	1	
	Utensils for preparation of food		
	Bottle, baby's, 4 oz.	6	
	Bottle, baby's, 8 oz.	6	
	Bowl, mixing, china	1	
	Brush, bottle	3	
	Container for bottle and teat sterilising ..	1	
	Container, sugar	1	
	Cover, teat	12	
	Measure, minim	1	
	Measure, 1 pint	1	Stainless steel.
	Saucepan, 1 pint	1	
	Spatula	1	
	Spoon, table	1	
	Strainer, wire mesh	1	
	Teat, baby's	12	
	Thermometer, food	1	
	Tray, instrument	1	B.S. 1823.
	Whisk	1	
			NOTE: For linen, baby clothes, etc., see Departmental Items on page 70.
	Cost Guide (excluding Group I)	£100	

(*g*) SPECIAL BABY CARE UNIT (continued)

(xiii) *Single rooms for mothers*

		Quantity per room	Notes
Basic List			
Group I:	Mirror	1	
	Wardrobe, built-in	1	
	Storage, cupboard, small	1	For mother's toilet articles, bowl, etc. (This can be movable or incorporated in another fitment if necessary.)
	G.P.O. telephone socket outlet, for use with portable call-box unit	1	To serve 4–6 patients.
	Shield or curtain fitting for door panel	1	For privacy.
	Bedhead light	1	
	Night lighting	As required	
	Piped oxygen and suction connectors	As required	Where piped system is available.
	Socket outlet, twin	1	
Group IIb:	Bedstead	1	
	Chair, semi-easy	1	
	Chair, upright, small	1	
	Locker, bedside	1	B.S. 1765.
	Mattress, bed	1	B.S. 1818, 1819 or 3093.
	Pillow	3	Additional provision in Departmental Items, page 70.
Group III:	Bin, waste paper	1	NOTE: Linen is included in the Departmental Items, page 70.
	Cost Guide (excluding Group I)	£75	

(xiv) *Sanitary facilities for (xiii)*

		Quantity	Notes
Basic List			
Group I:	W.C. suite	1	
	Basin, lavatory	1	
	Shelf	1	
	Hook, clothes	2	
	Toilet paper fitting	1	
	Bath or shower cubicle	1	Shower shoulder height, thermostatically controlled.
	Mirror	1	
	Towel rail, heated	1	Connected to H.W.S. secondary circuit.
	Fitment, curtain	As required	If shower provided instead of bath.
Group IIb:	Chair, upright, small	1	
	Bin, sanitary	1	
	Stool	1	
Group III:	Brush, lavatory, and holder	1	
	Brush, bath, and holder	1	If bath provided.
	Rack, bath	1	If bath provided.
	Curtain, shower	As required	If shower cubicle provided.
	Cost Guide (excluding Group I)	£12	
Additional List			
Group IIb:	Dispenser, sanitary towel	1	
	Cost Guide (additional list)	£10 10s.	

(*g*) SPECIAL BABY CARE UNIT (continued)

(xv) *Pantry*

		Quantity	Notes
Basic List			
Group I:	Worktop, small	1	
	Boiling unit, double	1	
	Storage, lockable	32 cu. ft.	
	Sink and double drainer	1	
	Basin, lavatory	1	
	Dispenser, soap	1	
	Audible alarm, incubators	1	
	Nurse call system	As required	
	Socket outlet	As required	With indicating lights.
Group IIa:	Dispenser, towel	1	B.S. 1439.
	Dispenser, paper tea towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels and tea towels	1	
	Refrigerator, domestic type	1	
	Toaster, electric	1	B.S. 3456: A.5.
	Trolley, service, general purpose	1	
Group III:	Basket, sink, or tea strainer	1	
	Board, bread	1	
	Bowl, sugar	2	
	Broom, soft	1	
	Brush, nail, and container	1	
	Bucket, plastic	1	
	Bucket, mop	1	
	Container, coffee	1	
	Container, sugar	1	
	Container, tea	1	
	Cover, food, plastic	1	
	Cup, tea	12	
	Cup, egg	6	
	Dish, butter	1	
	Dispenser, milk	1	
	Dispenser, sugar	1	
	Dustpan	1	
	Holder, paper sack	1	
	Jug, milk, 1 pint	1	
	Jug, milk, 2 pint	1	
	Jug, hot water, 1 pint	1	
	Kettle, 3–4 pint	1	
	Kettle, 6 pint	1	
	Knife	2	
	Knife, bread	1	
	Mop	1	
	Opener, bottle	1	
	Opener, tin	1	
	Plate, tea	12	
	Pot, tea, 2 pint	1	
	Pot, tea, 4 pint	1	
	Saucer	12	
	Saucepan, double, 4 pint	1	Aluminium.
	Spoon, tea	12	
	Strainer, coffee	1	
	Tongs, food service	2 pairs	
	Tray	6	
	Tray, food, plastic	3	
	Tumbler	10	
	Tin, storage, biscuits	1	
	Tin, storage, cakes	1	
	Cost Guide (excluding Group I)	£80	

(*g*) SPECIAL BABY CARE UNIT (continued)

(xvi) *Nurses' changing room*

		Quantity	*Notes*
Basic List			
Group I:	Mirror, long	As required	
	Shelf, small	As required	
	Bench, low, wall fitted	As required	For shoe changing.
Group IIb:	Locker, with hanger and shelf	As required	Ventilated.
Adjoining each changing room			
Basic List			
Group I:	Basin, lavatory, with elbow action taps ..	1	
	W.C. suite	1	
	Shower	1	Shoulder height.
	Dispenser, soap	1	
	Hook, clothes	As required	
	Toilet paper fitting	1	
	Mirror	1	
	Shelf	1	
	Fitment, curtain	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Curtains for shower cubicle	As required	
	Cost Guide (excluding Group I)	£5	Plus £5 per locker.
Additional List			**Cost Guide** (additional list)
Group IIb:	Dispenser, sanitary towels	1	£10 10s.
	Bin, pedal operated (or paper sack holder)	1	£1 10s.

(*g*) SPECIAL BABY CARE UNIT (continued)

(xvii) *Staff sanitary facilities and cloakroom*

The equipment is listed on a unit basis. Clothes lockers for non-resident staff should be provided centrally.

		Quantity	*Notes*
For W.C. cubicles			
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Hook, clothes	1	
	Shelf, small	1	
Group IIb:	Bin, pedal operated	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	
Additional List			
Group I:	Basin, lavatory, small	1	B.S. 1439 Optional, depending on planning.
	Dispenser, soap	1	
Group IIa:	Dispenser, towel	1	
Group IIb:	Bin, disposal, for paper towels	1	
	Cost Guide (additional list, excluding Group I)	£1	
For cloakrooms			
Basic List			
Group I:	Basin, lavatory	1	For each basin.
	Mirror	1	
	Shelf	1	
	Dispenser, soap	1	
	Hook, clothes	As required	For nurses' cloaks.
	Mirror, long	1	For each cloakroom.
Group IIa:	Dispenser, towel	1	B.S. 1439. For each three or four lavatory basins.
Group IIb:	Locker, small	1	For each member of staff, for personal belongings.
	Rack, umbrella	1	For each cloakroom.
	Chair, upright, small	1	
	Bin, disposal, for paper towels	1	
Group III:	Bin, waste paper	1	For each cloakroom.
	Cost Guide (excluding Group I)	£6	Plus £2 10s. for each small locker.

(xviii) *Cleaners' room*

		Quantity	*Notes*
Basic List			
Group I:	Bucket sink	1	
	Drainer or worktop	1	At working height for washing of cloths, etc.
	Racks, pegs or hooks	As required	For implements.
	Storage	18 cu. ft.	For day-to-day stock of cleaning materials, etc.
Group IIb:	Trolley, domestic, small	2	
	Holder, paper sack	1	
Group III:	Cleaner, vacuum	1	B.S. 3028.
	Scrubber/polisher, electric	1	B.S. 3456: B.9.
	Cleaning utensils	As required	
	Cost Guide (excluding Group I)	£150	

(*g*) SPECIAL BABY CARE UNIT (continued)

(xix) *Central milk kitchen*

(Although this kitchen is listed in the Special Baby Care Unit in accordance with Hospital Building Note No. 21, hospitals not having a special care unit may nevertheless require a central milk kitchen.)

		Quantity for kitchen serving 100 beds	*Notes*
Clean section			
Basic List			
Group I:	Sink, scrub-up, with elbow action taps ..	1	
	Sink with elbow action taps and double drainer	1	
	Dispenser, soap	1	
	Worktop	As required	
	Storage, cupboard	As required	
	Boiling ring	1	If required.
	Autoclave	1	If required where no C.S.S.D. exists.
	Clock, electric	1	
	Board, instruction	1	Surface suitable for disinfection.
	Socket outlet	As required	With indicating lights.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Holder, paper sack	2	
	Kettle, electric	1	B.S. 3456: A.3. If required.
	Machine, mixing	1	
	Refrigerator	1	
	Stool	1	
	Trolley, bottle	1	An additional trolley may be required, depending on local circumstances.
Group III:	Bottle, baby's, 4 oz.	224	
	Bottle, baby's, 8 oz.	112	
	Bowl, mixing, china, 8 in.	4	
	Brush, nail, and container	1	
	Container, sugar	2	
	Cover, teat	340	
	Crate, bottle	32	Ten-bottle crates.
	Forceps, Cheatle .. .. .. pairs	8	B.S. 2905.
	Funnel, glass, small	8	For tube feeding.
	Jar, Cheatle forceps	8	
	Measure, minim	12	
	Measure, 1 pint	24	Stainless steel.
	Scales, spring, 2 lb.	2	
	Spoon, table	8	
	Strainer, wire mesh	4	
	Teat, baby's	224	
	Thermometer, food	4	
	Timer	1	
	Tray	24	Stainless steel. 8 in. × 10 in.
	Valve, baby's bottles	288	
	Whisk	4	If no mixing machine.
Dirty section			
Basic List			
Group I:	Sink, double, with double drainer ..	1	
	Storage, cupboard	As required	
	Dispenser, soap	1	
	Socket outlet	As required	With indicating lights.
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, pedal operated	2	
	Holder, dirty linen	1	
	Holder, paper sack	2	
Group III:	Brush, bottle, and holder	24	
			NOTE: For linen, see Departmental Items, page 70.
	Cost Guide (excluding Group I)	£380	
Additional List			
Group IIb:	Brush, rotating, or automatic bottle washer	1	
	Cost Guide (additional list)	£60	

(*g*) SPECIAL BABY CARE UNIT (continued)

DEPARTMENTAL ITEMS

(Based on a department with a total of 20 cots, see note on page 60.)

Generally, items are shown throughout the lists in rooms where they will normally be found in the Department. In addition, the items set out below relate to the special baby care unit as a whole, listed under (*a*) linen, (*b*) general items and (*c*) Central Sterile Supply Department items.

The items under (*a*) will probably be supplied from the Central Linen service and quantities shown (and cost) are intended to give guidance on the requirements of a special baby care unit with a total of 20 cots, but the total quantities held in the central linen department will depend on various factors.

The items under (*b*) are also for general guidance, as the needs of the unit will vary slightly with local practice.

The items listed under (*c*) will be obtained from the Central Sterile Supply Department. Therefore an assessment of the basic requirements (and cost) for a special baby care unit has not been made, but quantities will be shown in the Equipment Note for a C.S.S.D. in due course. The list is intended to give an indication of the type and variety of items which it has been assumed will be obtained from the C.S.S.D. The cost of these will also be included under the C.S.S.D.

		Quantity	*Notes*
Basic List			
(*a*) *Linen*			Disposable items may be preferred in some cases.
(Includes provision for Central Milk Kitchen)			
Group III:	Bag, soiled linen	24	
	Blanket	12	
	Blanket, cot	200	
	Bib, baby's	120	
	Binders, breast	6	
	Cap	50	Linen or disposable.
	Case, pillow	18	
	Cloth, medicine	24	
	Cloth, serviette	12	
	Cloth, tray	12	
	Cloth, vomit	12	
	Counterpane	6	
	Cover, air ring	4	
	Cover, hot-water bottle	4	
	Cover, mattress	2	May be plastic.
	Cover, mattress, cot	30	May be plastic.
	Gown, barrier, nurse's	52	
	Gown, dressing, washable	6	
	Gown, baby's	120	
	Napkin, baby's	600	
	Nightdress, patient's	6	
	Sheet	12	
	Sheet, draw	12	
	Sheet, cot	240	
	Sheet, abdominal	3	
	Towel, bath	24	
	Towel, bath, baby's	60	
	Towel, dressing	24	
	Towel, hand	60	
	Towel, hand, huckaback	40	
	Wrap, baby's	200	
	Cost Guide	£600	
(*b*) *General items*			
Basic List			
Group I:	Directional signs, door labelling/numbering	As required	
	Incinerators for toilets	As required	
Group IIa:	First aid fire-fighting equipment (e.g. hose-reels, extinguishers, buckets, etc.)	As required	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb:	Carpets or rugs	As required	These will vary according to local circumstances.
	Curtains, window	As required	
	Dispenser, disposable masks	1	
	Stand, drip	2	
Group III:	Air ring, rubber	6	B.S. 1865.
	Apron, plastic	3	
	Apron, mackintosh	12	For bathing babies.
	Blanket, electric	1	Should be electrically and mechanically safe. B.S. 3456: A.4.
	Blanket, electric, infant's size	2	Small pads, thermostatically controlled. Should be electrically and mechanically safe.
	Bottle, hot water	2	B.S. 1970.
	Bowl, fruit	2	For patients' lockers.
	Container, water, covered	2	For patients' lockers.
	Cover, pillow, plastic	2	
	Dropper, medicine	12	
	File, nail	2	
	Glass, medicine	6	B.S. 3221.
	Hammer, patella	1	
	Inhaler	1	

(*g*) SPECIAL BABY CARE UNIT (continued)

DEPARTMENTAL ITEMS (continued)

	Quantity	Notes
(*b*) *General items* (*continued*)		
Basic List		
Group III: (*contd.*) Ladder, step	1	
Lamp, inspection, portable	1	
Laryngoscope	1	
Mask, face	72	Disposable items may be preferred.
Measure, minim	1	
Measure, tape	1	
Mirror, head	1	If required.
Mug, tooth	2	For patients' lockers.
Pillow	6	Additional to allocation of three per bed in single rooms.
Scales, baby pairs	10	
Scales, diabetic	1	
Sphygmomanometer	1	B.S. 2744.
Thermometer, lotion	1	
Thermometer, low reading	20	
Thermometer, room	1	
Tourniquet	1	
Tray, patients'	6	For patients' lockers.
Tumbler	6	For patients' lockers.
		NOTE: It has been assumed that piped oxygen and suction will normally be available and that a central reserve of portable suction units, oxygen apparatus, etc., will be held elsewhere in the hospital, convenient for general use.
Cost Guide (excluding Group I)	£290	

(*c*) *Central Sterile Supply Department items*

Basic List

Group III: Airways	B.S. 2927.	The list is intended to give an indication of the type of items which it has been assumed will be obtained from the Central Sterile Supply Department. The cost of these will be included under the Central Sterile Supply Department. Variation may be needed to meet local preferences.
Apparatus, continuous drainage		
Blades, scalpel	B.S. 2982.	
Bowls, lotion, with lids	B.S. 1823.	
Cannulae		
Catheters, various	B.S. 1695.	
Dishes, kidney	B.S. 1823.	
Extractors, mucus		
Forceps, artery		
Forceps, clip remover		
Forceps, dissecting, plain	B.S. 2821.	
Forceps, dissecting, toothed		
Forceps, dressing		
Forceps, sinus	B.S. 3354.	
Forceps, sponge holding	B.S. 3039.	
Forceps, tongue		
Funnels, various		
Gags, mouth		
Gallipots	B.S. 1823.	
Handles, scalpel		
Introducers, catheter, silver		
Jugs		
Masks, B.L.B.		
Masks, oxygen inhalation		
Measures, graduated		
Probes, silver		
Proctoscope		
Scissors	Various.	
Sets, cardiac arrest		
Sets, cutting down		
Sets, spinal manometer		
Sets, tracheotomy		
Shears, dressing		
Spigots		
Syringes, bladder		
Syringes, hypodermic	Various sizes.	
Syringes, insulin	B.S. 1619.	
Syringes, tuberculin		
Towels, dressing		
Trays, instrument	B.S. 1823.	
Tubes, various		
Tubes, endotracheal	B.S. 3487.	Various.
Tubes, test	B.S. 3218	
Tubing, rubber	B.S. 1882.	Various bores.
Undines		

(*h*) MIDWIFERY TRAINING UNIT

(i) *Classroom*

The following is based on a classroom of 300 sq. ft. in total. For guidance on the equipment for larger classrooms see Hospital Equipment Note No. 14, Training School for Nurses.

		Area of room 300 *sq. ft.*	*Notes*
Basic List			
Group I:	Chalkboard, with chart rail and chalk shelf	24 sq. ft.	B.S. 3030, Pt. 4: Could be removable to display surface suitable for projection. Recommended minimum area.
	Board, notice	1	
	Board, demonstration/pin up	As required	
	Storage, cupboard and shelving	As required	Including bookshelves, display cabinet, etc.
	Direct lighting for chalkboard	As required	
	Illuminator, X-ray film	1	
	Socket outlet, twin	2	One at rear of room for projector.
Group IIb:	Chair, tutor	1	
	Chair, student	15	
	Desk, tutor	1	
	Desk, student	15	
Group III:	Bin, waste paper	1	
	Cleaner, board	1	
	Pointer, board	1	
	Carafe, water, and tumbler	1	
	Cost Guide (excluding Group I)	£115	
Additional List			
Group I:	Basin, lavatory	1	In one classroom only, where training unit is not associated with a Nurse Training School.
	Dispenser, soap	1	
Group IIa:	Dispenser, towel	1	
Group IIb:	Bin, disposal, for paper towels	1	
	Cost Guide (additional list, excluding Group I)	£1	

(ii) *Midwife teacher's office*

		Quantity	*Notes*
Basic List			
Group I:	Hook, clothes	1	
	Telephone	1	
	Board, pin-up	1	
	Mirror, small	1	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Cabinet, filing, 4-drawer	1	
	Cabinet, card index	1	
	Chair, desk	1	
	Chair, semi-easy	1	
	Chair, upright, small	1	
	Cupboard	1	6 ft. × 3 ft. lockable.
	Desk	1	
	Table, side	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£95	

(*h*) MIDWIFERY TRAINING UNIT (continued)

DEPARTMENTAL ITEMS

It is recommended in Building Note No. 21, paragraph 158, that teaching facilities should preferably be associated with the Nurse Training School, the equipment for which is listed in Hospital Equipment Note No. 14. The following are those items which will be required in addition to those which may be borrowed from or used jointly with the Nurse Training School.

	Quantity	*Notes*
Basic List		
Group I: Directional signs, door labelling/numbering	As required	
Group IIa: First aid fire-fighting equipment (e.g. hose-reels, extinguishers, buckets, etc.) ..	As required	See British Standard Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb: Carpets	As required	These will vary according to local circumstances.
Rugs	As required	
Curtains, window	As required	
Group III: Models and bones:		
Skull, small	3	One of each for use on the labour wards for practical teaching purposes.
Skull, large	3	
Pelvis with ligaments and foetal model ..	3	
Doll, foetal, with cord and placenta ..	3	
Sagittal section, female pelvis	1	
Obstetric phantom..	1	
Charts:		
Anatomical	As required	
Birth	As required	
Cost Guide (excluding Group I)	£240	

B. Additional Accommodation

(*a*) ANTE-NATAL CLINIC

(i) *Children's waiting space*

		Quantity	Notes
Basic List			
Group I:	Storage, cupboard	1	For toys.
	Socket outlet, twin	1	
Group IIb:	Chair, infant's	8	
	Playpen	2	
	Rocking horse, child's	4	
	Table, child's	2	
Group III:	Bin, waste paper	1	
	Toys, miscellaneous	As required	
	Cost Guide (excluding Group I)	£85	

(ii) *Consulting room for paediatrician*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Illuminator, X-ray film	1	
	Dispenser, soap	1	
	Mirror	1	
	Telephone	1	
	Socket outlet, twin	1	
	Socket outlet, single	2	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Chair, consultant's	1	
	Chair, upright, small..	2	
	Desk, consultant's	1	
	Table, side	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£50	
Additional List			
Group IIa:	Dispenser, paper scale covers	1	If no separate weighing room provided.
Group IIb:	Couch, examination	1	If required. B.S. 2838.
Group III:	Scale, baby	1	If no separate weighing room provided.
	Cost Guide (additional list)	£35	

(iii) *Weighing room for babies*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Storage, cupboard	As required	
Group IIa:	Dispenser, towel	1	B.S. 1439.
	Dispenser, paper scale covers	1	
Group IIb:	Bin, disposal, for paper towels and scale covers	2	
	Chair, nursing	6	
	Pillow, for scales	2	
	Scales, baby	2	
	Table	1	6 ft. × 3 ft. approx.
	Cost Guide (excluding Group I)	£85	

(*a*) ANTE-NATAL CLINIC (continued)

(iv) *Minor treatment room*

		Quantity	*Notes*
Basic List			
Group I:	Basin, surgeon's, with elbow action spray taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Spotlight, adjustable	1	Ceiling or wall mounted.
	Hook, clothes	1	
	Clock, electric	1	With sweep second hand.
	Socket outlet, twin	2	
Group IIa:	Dispenser, paper couch covers	1	
	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels and couch covers	1	
	Bin, pedal operated	1	Or paper sack holder.
	Chair, upright, small	1	
	Couch, examination	1	B.S. 2838.
	Steps, couch	1	
	Stool	2	
	Trolley, dressing	2	B.S. 3236.
Group III:	Brush, nail, and container	1	NOTE: For bowls and instruments, etc., see note on list of Departmental Items for Ante-natal Clinic, page 15.
	Cost Guide (excluding Group I)	£75	

(v) *District midwives' room*

		Quantity	*Notes*
Basic List			
Group I:	Worktop	1	
	Storage, cupboard, lockable with drawers and shelves	20 cu. ft.	For lotions, etc.
	Storage for C.S.S.D. packs	As required	I.e. shelves or parking space for trolleys.
	Basin, lavatory, with adjacent shelf at working level	1	
	Dispenser, soap	1	
	Telephone	1	
	Socket outlet, twin	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Cost Guide (excluding Group I)	£3	
Additional List			
Group IIa:	Dispenser, syringe	1	
	Cost Guide (additional list)	£9	

B. Additional Accommodation

(*b*) RECEPTION AND ADMINISTRATION

Extra office space

Equipment will differ according to the purpose for which this additional space is provided.

		Quantity per clerk	*Quantity per typist*	*Notes*
Basic List				
Group I:	Telephone	—	—	One per office.
	*Socket outlet, twin	—	1	
	Hook, clothes	As reqd.	As reqd.	
Group IIb:	Desk, writing	1	—	
	Desk, typist's	—	1	
	Chair, desk	1	—	
	Chair, typist's	—	1	
	Typewriter	—	1	
Group III:	Bin, waste paper	1	1	
	Sundry office requisites	As reqd.	As reqd.	E.g. stapler, punch, ruler, scissors, etc.
	Desk set	1	—	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£20	£65	
		Quantity per room		
Additional List				**Cost Guide** (additional list)
Group IIb:	Audiotyping machine and trolley	1		£75.
	Cabinet, filing, four-drawer	1		£12 12s.
	Cupboard, stationery	1		£12 12s.
	Chair, upright, small	1		£4.
	Table, side	1		£5.

* Where no typists are employed one twin socket outlet should be provided for each office, with an additional twin socket outlet for larger offices.

(*c*) ADMISSION UNIT

Visitors' waiting room

		Quantity	*Notes*
Basic List			
Group I:	Bookshelves	As required	
Group IIb:	Chair, semi-easy	6	
	Stand, hat, coat and umbrella	1	
	Table, occasional	1	
Group III:	Ashtray	2	
	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£75	

(*d*) WARD UNIT

(i) *Treatment room*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps and adjacent shelf at working level	1	
	Dispenser, soap	1	
	Spotlight, adjustable	1	Wall or ceiling mounted.
	Piped oxygen and suction connectors ..	As required	Where piped system is available.
	Clock, electric	1	With sweep second hand.
	Socket outlet, twin	2	
Group IIa:	Dispenser, paper couch covers	1	
	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
	Bin, pedal operated	1	
	Couch, examination	1	B.S. 2838. If required.
	Steps, couch	1	If required.
	Stool	1	
	Trolley, dressing	2	B.S. 3236.
Group III:	Brush, nail, and container	1	NOTE: Equipment for treatments—bowls, instruments, etc.—see ward unit list of Departmental Items, page 40.
	Cost Guide (excluding Group I)	£70	

(ii) *Patients' utility room*

		Quantity	Notes
Basic List			
Group I:	Sink and drainer	1	
	Worktop	As required	
	Rack, drying	As required	
	*Basin, lavatory	1	With shelf adjacent.
	*Mirror	1	
	Socket outlet, twin	1	
Group IIb:	Chair, upright, small..	2	Or stools. *One may be sited in recess or bay.
	Board, ironing	1	
Group III:	*Spray attachment, portable	1	For hair-washing.
	*Hair dryer	1	B.S. 3456: B.4.
	Bin, waste paper	1	
	Iron, electric	1	B.S. 3456: A.9.
	Cost Guide (excluding Group I)	£15	

* The items marked thus should be sited in a recess or bay. See Hospital Building Note No. 21, B(*d*)(ii).

(*e*) LABOUR SUITE

(i) *Scrub-up room*

		Quantity	Notes
Basic List			
Group I:	Basin, lavatory, with elbow action taps ..	2	
	Dispenser, soap	1	
	Shelving	As required	For sterile packs.
Group IIb:	Dispenser, nail brush	1	
	Cost Guide (excluding Group I)	£7	

(*e*) LABOUR SUITE (continued)

(ii) *Medical staff room*

		Quantity	Notes
Basic List			
Group I:	Hook, clothes	As required	
	Mirror	1	
	Telephone	1	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Chair, desk	1	
	Chair, semi-easy	1	
	Desk	1	Or table.
	Divan	1	Or studio couch.
	Pillow	2	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements. NOTE: Linen, etc., to be supplied from Labour Suite Departmental Items, page 52.
	Cost Guide (excluding Group I)	£70	

(iii) *Storage for mobile X-ray equipment*

Mobile or portable X-ray equipment stored here will be provided from the Diagnostic X-ray Department of the hospital.

(iv) *Sterilising room* (where no C.S.S.D. is available)

Requirements will vary according to availability of other facilities, techniques adopted, etc., and will need to be considered in relation to each scheme individually.

(*f*) SPECIAL BABY CARE UNIT

Day room

		Quantity	Notes	
Basic List				
Group I:	G.P.O. telephone socket outlet	1	For use with portable call-box.	
	Clock, electric	1		
	Storage, bookshelves	As required	Alternatively a bookcase should be provided in Group IIb.	
	Hook, clothes	As required		
	Fire, electric, luminous	1		
	Aerial connections, television and radio	As required		
	Socket outlet, twin	1		
Group IIb:	Chair, semi-easy	3		
	Chair, stacking	3		
	Cushion	2		
	Footstool	1		
	Table, dining	1	Folding.	
	Table, occasional	2		
Group III:	Bin, waste paper	1		
	General decorative features	As required	E.g. plant trough and stand, pictures, vases, etc.	
	Cost Guide (excluding Group I)	£60		
Additional List			**Cost Guide** (additional list)	
Group IIb:	Bookcase	1	£15.	If no fixed shelving provided.
	Mirror	1	£2.	If required.

(*g*) MIDWIFERY TRAINING UNIT

(i) *Library/study*

		Quantity for unit with 20 pupils	*Notes*
Basic List			
Group I:	Board, notice	1	
	Storage, cupboard	As required	
Group IIb:	Cabinet, card index	1	
	Chair, semi-easy	2	
	Chair, upright, small	4	
	Shelving	90 ft. run	Some enclosed and lockable.
	Table	1	4 ft. × 2 ft. 6 in.
	Table, side	1	
Group III:	Bin, waste paper	1	
	Ladder, step	1	
	Books	As required	
	Cost Guide (excluding Group I)	£260	

For units of more than 20 pupils a separate study may be needed, equipped as below (see Hospital Building Note No. 21, B(*g*)(i)).

		Quantity	*Notes*
Study			
Basic List			
Group I:	Board, pin-up	1	
Group IIb:	Chair, upright, with arms	2	
	Chair, upright, with writing arms	4	
	Table	1	
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£40	

(ii) *Second midwife teacher's office*

		Quantity	*Notes*
Basic List			
Group I:	Hook, clothes	1	
	Telephone	As required	
	Board, pin-up	1	
	Mirror, small	1	
	Socket outlet, twin	1	
Group IIb:	Bookcase	1	
	Chair, desk	1	
	Chair, semi-easy	1	
	Chair, upright, small	1	
	Cupboard	1	6 ft. × 3 ft. lockable.
	Desk	1	
	Table, side	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£55	

(*g*) MIDWIFERY TRAINING UNIT (continued)

(iii) *Second classroom*

		Area of room 300 *sq. ft.*	*Notes*
Basic List			
Group I:	Chalkboard, with chart rail and chalk shelf	24 sq. ft.	B.S. 3030, Pt. 4: Could be removable to display surface suitable for projection. Recommended minimum area.
	Board, notice	1	
	Board, demonstration/pin up	As required	
	Storage	10 cu. ft.	
	Direct lighting for chalkboard	As required	
	Socket outlet, twin	2	One at rear of room for projector.
Group IIb:	Chair, tutor	1	
	Chair, student	15	
	Desk, tutor	1	
	Desk, student	15	
Group III:	Bin, waste paper	1	
	Cleaner, board	1	
	Pointer, board	1	
	Carafe, water, and tumbler	1	
	Cost Guide (excluding Group I)	£115	

(iv) *Staff sanitary facilities*

Where no other staff sanitary facilities are conveniently available the following should be provided for the training unit.

		Quantity	*Notes*
Basic List			
Group I:	W.C. suite	1	
	Basin, lavatory	1	
	Toilet paper fitting	1	
	Dispenser, soap	1	
	Hook, clothes	As required	In w.c. cubicle and also associated with lavatory basin.
	Shelf	As required	
	Mirror	1	
Group IIa:	Dispenser, towel	1	B.S. 1439.
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Cost Guide (excluding Group I)	£2	
Additional List			
Group I:	Incinerator	1	If required. **Cost Guide** (additional list, excluding Group I)
Group IIb:	Dispenser, sanitary towels	1	£10 10s.
	Bin, pedal operated (or paper sack holder)	1	£1 10s.

DEPARTMENTAL COST SUMMARY

(To be read in conjunction with the explanatory notes in Section IV of this Equipment Note and Section IV of Hospital Equipment Note No. 1)

The room cost guide figures for basic equipment (Groups II and III), applied to standard schedules of basic accommodation for departments of various sizes, suggest departmental equipment cost totals of the following order:

Ante-Natal Clinic

Maximum number of attendances at a consultant session		
50	100	150
£2,420	£3,030	£4,030

Reception and Administration

Needs will vary according to the number of beds served and guidance is therefore given for hospitals serving 50 and 170 beds—the smallest and largest units recommended in Hospital Building Note No. 21.

Number of beds served	
50	170
£1,030	£1,210

Admission Suite

For hospitals with combined ward and labour suite	*For hospitals with separate ward and labour suites*	*For hospitals with over 80 lying-in beds*
£175	£245	£315

Ward Units

For hospitals with combined ward and labour suite	*For hospitals with separate ward and labour suites*	*For both types of ward unit*
24-bedded ward	*28-bedded ward*	
£6,600	£7,150	Plus £50 for hospitals having no central milk kitchen. Plus £125 for hospitals incorporating a Midwifery Training Unit.

(These costs exclude the Labour Suite which is costed below.)

Labour Suite

The following table shows the costs for a Labour Suite for:

(*a*) a hospital serving 50 beds, and

(*b*) a hospital serving 170 beds.

These being the minimum and maximum sizes recommended in Hospital Building Note No. 21.

	For hospitals with a total of 50 *beds*	*For hospitals with a total of* 170 *beds*
	£	£
Separate ward and labour suite	4,850	13,650
Combined ward and labour suite	4,400	13,150

Additional basic accommodation is recommended in Hospital Building Note No. 21 to meet variations between the minimum and maximum sizes, etc. For the equipment required in intermediate sized hospitals, add to the cost for a hospital with a total of 50 beds:

For each additional 10 post-natal beds	£945
For units of more than 4 delivery rooms	£115
For units of more than 6 delivery rooms	£110
For departments having no associated operating theatre ..	£610

Operating Theatre

Single theatre in conjunction with labour suite	*Single self-contained theatre*
£2,100	£2,400

Special Baby Care Unit

For units of 15 *cots*	*For units of* 20 *cots*	*For units of* 25 *cots*
£3,850	£4,575	£5,300

Midwifery Training Unit £450.

In these totals no account is taken of the following:

(*a*) Equipment required for basic accommodation, additional to the basic list, some guidance on which is given under the appropriate rooms.

(*b*) Equipment required in " additional accommodation ", cost guides for which are shown on the appropriate pages as for basic accommodation.

Binders for this series of Equipment Notes
are available from H.M. Stationery Office
price 6s. 0d. net (by post 6s. 9d.).

MINISTRY OF HEALTH:
SCOTTISH HOME AND HEALTH DEPARTMENT
HOSPITAL EQUIPMENT NOTES

The following titles in this series have been issued:

		Price Net s.	d.	
1.	EQUIPPING A HOSPITAL BUILDING	1	0	(*post* 4d.)
4.	WARD UNITS	3	0	(*post* 4d.)
6.	DIAGNOSTIC X-RAY DEPARTMENT	3	6	(*post* 5d.)
7.	ACCOMMODATION FOR NURSING STAFF	3	6	(*post* 4d.)
8.	PHYSIOTHERAPY DEPARTMENT	3	0	(*post* 4d.)
9.	OCCUPATIONAL THERAPY DEPARTMENT	3	0	(*post* 4d.)
10.	KITCHENS	3	6	(*post* 4d.)
11.	DINING ROOMS	2	0	(*post* 4d.)
12.	OUT-PATIENT DEPARTMENT	5	0	(*post* 5d.)
14.	TRAINING SCHOOL FOR NURSES	3	0	(*post* 4d.)
16.	BOILERHOUSE AND STEAM BOILER PLANT	1	6	(*post* 4d.)
19.	DEPARTMENT OF MEDICAL PHOTOGRAPHY AND MEDICAL ILLUSTRATION	2	6	(*post* 4d.)
20.	MORTUARY AND POST-MORTEM ROOM	2	6	(*post* 4d.)

Printed in England for HER MAJESTY'S STATIONERY OFFICE by
The Campfield Press, St. Albans

Wt. 3984/9591 K36.

© *Crown copyright* 1964

Published by
HER MAJESTY'S STATIONERY OFFICE

To be purchased from
York House, Kingsway, London W.C.2
423 Oxford Street, London W.1
13A Castle Street, Edinburgh 2
109 St. Mary Street, Cardiff
39 King Street, Manchester 2
50 Fairfax Street, Bristol 1
35 Smallbrook, Ringway, Birmingham 5
80 Chichester Street, Belfast 1
or through any bookseller

S.O. Code No. 32-515-21